



## **MINUTES**

### **SELECT BOARD**

**01/05/2021**

Present: Select Board Member, Bernard W. Greene, Select Board Member Nancy S. Heller, Select Board Member, Heather Hamilton, Select Board Member Raul Fernandez, Select Board Member, John VanScoyoc

5:00 PM. REMOTE MEETING USING THE ZOOM PLATFORM

#### OPEN SESSION

Question of entering into Executive Session for the reasons stated in items 2, 3, and 4.

Chair Greene declared that the board shall enter into executive session to discuss strategy with respect to collective bargaining and litigation because an open meeting may have a detrimental effect on the bargaining or litigating position of the public body. And to review/approve executive session minutes. The board will reconvene in open session.

On motion it was,

Voted to enter into executive session.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### EXECUTIVE SESSION - LITIGATION

Question of entering Executive Session for the purpose of discussing litigation strategy in the matter of Maryam Karimi v. Town of Brookline, USDC No. 20-12127.

#### EXECUTIVE SESSION - COLLECTIVE BARGAINING

For the purpose of discussing strategy related to collective bargaining with the Fire Union.

#### EXECUTIVE SESSION - MINUTES

For the purpose of approving the Executive Session minutes from December 8, 2020.

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#### ANNOUNCEMENTS/UPDATES

Chair Greene: this meeting is being recorded as public record, if you wish not to be videotaped, please turn off your video component

Board member Fernandez: the Police reimaging task force will be meeting on Thursday this week instead of Friday. The committee will be reviewing their survey results.

Board member VanScoyoc; the Boylston Street Study Committee will be meeting tomorrow.

We are experiencing a Covid spike and we all need to be made aware of that. The Governor announced that the new strain is spreading faster; please stay safe and follow the safety precautions.

Rep. Tommy Vitolo made an important speech urging the Governor to sign legislation related to climate. This effort was spearheaded by Brookline and has now reached the State level.

- Town Administrator Kleckner reviewed the proposed Covid vaccine roll out.

1. Health care officials then long term facilities, to first responders/public safety officials
2. General population, elderly, schools and public facing places
3. General public

Brookline has been approved to vaccinate our first responders next week. It is unclear what the Town's roll will be in phase 2 and 3 at this time; we need local agencies to get involved with the distribution.

- Budget: the BFAC report strongly advocates education; Covid has changed the plans. There will be a mini budget summit this year as an educational forum to get some public input, and to present what you can and can't do with the budget.

#### PUBLIC COMMENT

1. John Harris TMM#8 spoke in support of the Collins report, Organizational Assessment of Sustainability Functions, and urged the board to endorse it. He spoke on working teams that could have 2 co-chairs with one resident.
2. Donelle O'Neal spoke on Sanctuary Medicinal's police report and feels Lt. Cullinane's report is inaccurate. He would like the Lieutenant removed from his liaison position with the marijuana establishments; he feels it is too much for him to accurately perform his duties. He added the forthcoming marijuana ombudsman would be the true liaison.
3. Adeniyi Iijanusi – (technical difficulties) was advised to submit a written statement to the board.

#### MISCELLANEOUS

Question of approving the meeting minutes from December 22, 2020.

On motion it was,

Vote to approve the minutes from December 22, 2020.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### DONATION

Question of accepting a donation in the amount of \$3,000 from the Trustees of the SYDA Foundation for



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the Town of Brookline General Fund, the Police Department, and the Fire Department.

On motion it was,

Voted to accept a donation in the amount of \$3,000 from the Trustees of the SYDA Foundation for the Town of Brookline General Fund, the Police Department, and the Fire Department.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### CONTRACT

Question of approving Contract No. PW/18-21 "Brookline Reservoir Park Improvements" and accepting payment in the amount of \$212,720 from the Massachusetts Water Resources Authority (MWRA) and establishing a special account to be used for repairs to Brookline Reservoir Park.

Question of approving Extra Work Order #1 for David G. Roach and Sons, Inc. in the amount of \$212,720 to repair damages to Brookline Reservoir Park that were the result of an MWRA water main break on Lee Street.

On motion it was,

1. Voted to approve Contract No. PW/18-21 "Brookline Reservoir Park Improvements" and accepting payment in the amount of \$212,720 from the Massachusetts Water Resources Authority (MWRA) and establishing a special account to be used for repairs to Brookline Reservoir Park.
2. Voted to approve Extra Work Order #1 for David G. Roach and Sons, Inc. in the amount of \$212,720 to repair damages to Brookline Reservoir Park that were the result of an MWRA water main break on Lee Street.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### DONATIONS

Question of accepting \$750 from the following donations to the Office of Diversity, Inclusion and Community Relations to support the Brookline Asian American Family Network's Essay Contest.

\$250 from PK Crossley (Brookline Frames)

\$250 from Robert Guen DMD

\$250 from Frederick Taw (Golden Temple)

On motion it was,

Voted to accept \$750 from the following donations to the Office of Diversity, Inclusion and Community Relations to support the Brookline Asian American Family Network's Essay Contest.

\$250 from PK Crossley (Brookline Frames)

\$250 from Robert Guen DMD

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\$250 from Frederick Taw (Golden Temple)

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### GRANT FUNDS

Question of accepting grant funds from the Brookline Community Foundation to the Office of Diversity, Inclusion, and Community Relations in the amount of \$4,000 to be used towards programming facilitating Dialogue on Racism, Inequities, and Engagement in Brookline.

On motion it was,

Voted to accept grant funds from the Brookline Community Foundation to the Office of Diversity, Inclusion, and Community Relations in the amount of \$4,000 to be used towards programming facilitating Dialogue on Racism, Inequities, and Engagement in Brookline.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### CONTRACT

Question of awarding Contract No.PW/20-18 Larz Anderson Lagoon Structures to SumCo Eco-Contracting, LLC. for the Larz Anderson Lagoon Structures project, in the total amount of \$1,946,100.00.

On motion it was,

Voted to award Contract No.PW/20-18 Larz Anderson Lagoon Structures to SumCo Eco-Contracting, LLC. for the Larz Anderson Lagoon Structures project, in the total amount of \$1,946,100.00.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### AUTHORIZATION TO HIRE

Question of approving the authorization to hire for the position of Assistant Civil Engineer (EN 4) in the Engineering and Transportation Division of the Department of Public Works.

On motion it was,

Voted to approve the authorization to hire for the position of Assistant Civil Engineer (EN 4) in the Engineering and Transportation Division of the Department of Public Works.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### DURABLE POWER OF ATTORNEY

Question of executing a durable power of attorney authorizing Jonathan Simpson, Associate Town Counsel to do all things necessary with respect to the purchase of the properties situated at 124 Fisher Avenue; 146 Hyslop Road (a/k/a 129 Fisher Avenue), 110 Fisher Avenue and 150 Fisher Avenue, Brookline, Norfolk County, Massachusetts (the "Property") from Welltower TRS Holdco LLC

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and delegating authority to execute the durable power of attorney to the chair.

On motion it was,

Voted to execute a durable power of attorney authorizing Jonathan Simpson, Associate Town Counsel to do all things necessary with respect to the purchase of the properties situated at 124 Fisher Avenue; 146 Hyslop Road (a/k/a 129 Fisher Avenue), 110 Fisher Avenue and 150 Fisher Avenue, Brookline, Norfolk County, Massachusetts (the "Property") from Welltower TRS Holdco LLC and delegating authority to execute the durable power of attorney to the chair.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

CALENDAR

#### COLLINS CENTER SUSTAINABILITY ASSESSMENT

Discussion and consideration of endorsing the August 2020 Organizational Assessment of Sustainability Functions Report by the Collins Center.

Board member Heller reviewed that the Climate Action committee designated a subcommittee to review the report. The report prompted a two page response to each recommendation; the Climate Action Committee endorses the report.

*We find the Report to be a well-conceived road map for moving our community forward to achieve our shared goals in confronting climate change and sustainability. With some relatively minor exceptions, we urge adoption and implementation of the Report's recommendations in their entirety.*  
There are 6 recommendations.

1. The Sustainability Program Administrator position should be upgraded to Assistant Director of Sustainability Planning and a new Sustainability Planning Division should be created within the Planning and Community Development Department.
2. The highest priority should be assigned to the development of a strategic plan built upon the foundation of the Climate Action Plan.
3. The Select Board Climate Action Committee should be reviewed and reorganized as technical advisory body to support the key strategy areas of the Climate Action Plan.
4. The Working Teams should be supported and fully utilized to engage staff, department heads, senior management, resident volunteers, and experts living in the community.
5. A formal, standing team of Town staff, department heads, and senior management should be designated, and empowered, to drive the sustainability agenda throughout the organization.
6. The Human Resources Department should undertake a review of certain job descriptions across the organization to ensure that incentives and accountability for upholding the sustainability values of the community are included.

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Economic Development Director, Kara Brewton, reviewed the working team process; some are more successful than others, some achieve a set goal and then dissolve. Some comprise of certain expertise, others do not. She added that she feels items 3, and 4 need some tweeking.

Werner Lohe, added that the Climate Action committee agrees with 98% of the report, and feels it is a good report, however a couple of areas may require more thought. He agrees that a co-chair be a member of the community.

Chair Greene asked about item 6 relating to incorporating sustainability values into job descriptions. How would this be included in a job description? Mr. Kleckner responded he would leave that up the HR to determine which job description would be considered, at this time we don't have all the details. He added he supports the recommendations of the report.

Chair Greene offered to approve the recommendations of the report with the understanding that they will seek input and any changes from the incoming sustainability director.

Board member VanScoyoc expressed concern with item 4; it could be difficult to appoint staff to supervise all the working groups.

Board member Heller would like the roll of the Climate Action Committee included in the policy development and recommendations to the Select Board.

On motion it was,

Voted to approve the six (6) recommendations within the Organizational Assessment of Sustainability Functions Report by the Collins Center, with the understanding that:

1. The incoming Assistant Director of Sustainability Planning Director takes a look at them and makes any appropriate suggestions.
2. That the Climate Action Committee be included in the policy development and recommendations to the Select Board.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### HEBREW SENIOR LIFE PROJECT UPDATE

Presentation and discussion on the Hebrew Senior Life project.

Question of establishing, and appointing a slate of candidates to a Centre Street Zoning Committee

Attorney Jennifer Gilbert representing Hebrew Senior Life (HSL) gave a brief introduction to the proposed HSL senior campus on Centre Street.

Rhonda Glyman, HSL gave a presentation on their background and programs for their senior residents. Coolidge Corner Brookline properties consist of 4 properties, three on Centre and one on Beacon Street. The proposal redevelops 108 Centre St. with 45 all affordable senior apartments, (6 stories). 120 Centre Street will consist of 80-100 assisted living and market rate units (9-10 stories). The current 26 apartments at 120 Centre Street will need to be relocated during construction; HSL has

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met with them and indicated that any subsidies will be honored and moving expenses will be covered. This is anticipated in January 2023.

Building Commission member, George Cole added that this is a special and exciting project, with 108 Centre St. backing up to an expanded Senior Center. They will be seeking re-zoning/new zoning.

A map of the proposed development was reviewed.

Board member Fernandez offered consideration of a Brookline Housing Authority Board member to the slate

Board member Heller reviewed the proposed charge and committee slate.

On motion it was,

Voted to establish, and appointing a slate of candidates to, a Centre Street Zoning Committee with the following charge:

Nancy Heller,	Chair, Select Board Member
Carol Caro	Senior Activist and Member, Brookline Commission for Women
Ken Goldstein	Former Select Board, Atty
Rob Heist	Member Commission on Disabilities, Neighbor
Bobbie Knable	At Large Advisory Committee Member
Carlos Ridruejo	TMM Pct 14, Advisory Committee Member
Dan Rosen	Former HAB member, Atty
Chuck Swartz	TMM Pct 9, Advisory Committee Member
Neil Wishinsky	Former Select Board, Advisory Committee Member

Charge:

The Centre Street Zoning Committee (CSZC or Committee) is charged with the responsibility of reviewing, analyzing and proposing modifications to the senior housing redevelopment proposal presented by Hebrew Senior Life (HSL) for its campus and in particular redevelopment of its properties at 108 Centre Street and 120 Centre Street.

The primary focus of the CSZC shall be to evaluate the proposed senior development scenario prepared by HSL. The evaluation shall involve a review of information provided by Town staff, the Council on Aging, Housing Advisory Board and HSL, among others as well as additional information requested of HSL. The Committee will review information on neighborhood and community impacts, current use of the existing properties, affordability, proposed site layout, and other issues related to the proposal. The CSZC shall also review the impact on and possible collaboration with the Town's Senior Center and related programs and services. Comment and feedback will also be actively solicited from nearby residents and other interested parties. The Committee will, per the Town's Community Engagement Plan, make a robust effort to engage the public, including our most vulnerable populations and those who are typically not involved in local government.

Additional issues that the CSZC shall address shall include but not necessarily be limited to: traffic impacts, historic preservation, sustainability elements, visual, massing and shadow impacts, relocation of current tenants and the provision of senior housing for low and moderate-income seniors, as well as

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expanding all housing opportunities for seniors.

Town staff will provide assistance to the CSZC, and members of boards, committees and commissions will be encouraged to attend and participate in meetings as needed or desired. The Planning Director shall ensure that all relevant boards, committees and commissions or staff under her jurisdiction and well as other municipal departments are aware of the work of the CSZC and have sufficient information in order to provide comment, expert opinion and/or attend its public meetings. The CSZC shall be authorized and delegated to work with the Select Board, Town Administrator, Planning Director, Town Counsel, Building Commissioner, Director of Council on Aging, and any consultants engaged by the Town in order to develop recommendations to the Select Board relative to proposed terms for a Memorandum of Agreement with HSL to address, including but not limited to, community impacts, affordability, tax certainty, operations, relocation, collaboration with the Brookline Senior Center, and sustainability.

It is expected that the ultimate deliverables of the CSZC shall be a proposed Zoning Amendment to create a Senior Overlay District, a Memorandum of Agreement between the Town and HSL, and any other associated documents to be submitted for approval at a future Town Meeting.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### BOARDS AND COMMISSIONS - INTERVIEWS

The following candidates for appointment/reappointment to Boards and Commissions appeared for interview:

Advisory Council on Public Health  
Natalia Linos

Small Business Development Committee  
David Gladstone  
Jenn Mason

#### Advisory Council on Public Health

Natalia Linos is a social epidemiologist and Executive Director of the FXB Center for Health and Human Rights at Harvard. She previously worked at the United Nations and on climate issues. She feels that people with health expertise should be stepping up in this climate, and is excited to serve in any capacity deemed useful. Ms. Linos spoke on the relationship between health and where we live, limited access to affordable housing, food insecurity, access to testing all contribute the overall health of a community. She spoke briefly on the challenges within our schools during this Covid crisis. Ms. Linos added that indoor restaurant dining should be closed until we get a handle on this virus.

#### Small Business Development Committee

David Gladstone has been involved with small businesses for thirty years, and is looking forward to getting involved locally because small businesses are under siege right now and need help. Mr. Gladstone works in banking, currently for Brookline Bank. He is a member of the Brookline

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Chamber of Commerce, the Coolidge Corner Merchant Association, and the Brookline Climate Action. He would like to continue his work on developing a business community network.

Jenn Mason is the owner of Curds and Co, and spoke on how this committee has been helpful to her serving as a bright light during Covid. She is connected with the food start-up industry in metro Boston with minority and women owned businesses helping them make their business better. Better businesses make better communities. She would like to expand and continue working together with other businesses to create supportive partnerships.

#### LIQUOR LICENSE ALL KINDS COMMON VICTUALLER TRANSFER PUBLIC HEARING

Question of approving the application for a transfer of an All Alcohol Beverages Restaurant License from The Brothers Restaurants Corp d/b/a The Brothers Restaurants to SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline, MA. Proposed manager will be Simon Restrepo. The proposed seating is 74 inside and 8 outdoor. Proposed Operating Hours are Monday to Thursday 11:00AM – 10:00PM, Friday 11:00AM – 11:00PM, Saturday 7:00AM – 11:00PM and Sunday 7:00AM – 10:00PM. Proposed Alcoholic beverage service hours are Monday – Saturday 10:00AM – 12:00AM and Sunday 12:20PM – 12:00AM.

Question of approving the application for a Pledge of Collateral for SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline, MA.

Question of approving the application for a Common Victualler License for SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline, MA. The proposed seating is 74 inside and 8 outdoor. Proposed Operating Hours are Monday to Thursday 11:00AM – 10:00PM, Friday 11:00AM – 11:00PM, Saturday 7:00AM – 11:00PM and Sunday 7:00AM – 10:00PM. Proposed Alcoholic beverage service hours are Monday – Saturday 10:00AM – 12:00AM and Sunday 12:20PM – 12:00AM.

Question of approving the application for an Entertainment License for SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline, MA. Entertainment will consist of radio, and televisions, Monday to Thursday 11:00AM – 10:00PM, Friday 11:00AM – 11:00PM, Saturday 7:00AM – 11:00PM and Sunday 7:00AM – 10:00PM. Live music with guitar and vocals Friday and Saturday 7:00PM – 12:00AM.

Question of approving the application for Alternate Manager Michael A. Galledo for SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline.

Question of approving the application for Outdoor Seating for 8 seats for SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline.

Town Administrator Kleckner reviewed that this is a standard transfer that was duly noticed and all the paperwork is in order.

Attorney Frank Ravinal reviewed that this is a standard transfer, noting it is not the best time to buy a restaurant, but they see this as a unique opportunity for the applicants and they feel confident they can keep it going and make it successful. At this time everything will remain the

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same, the hours and menu.

Public hearing: Jerry Kampler, an abutter, spoke in support of the licenses. There is a great working relationship with both the property owner and the business owner.

Howard Wernick, property owner reviewed that he did his due diligence into the applicant, which he found to be of high character and high integrity with significant restaurant experience.

On motion it was,

1. To approve the application for a transfer of an All Alcohol Beverages Restaurant License from The Brothers Restaurants Corp d/b/a The Brothers Restaurants to SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline, MA. Proposed manager will be Simon Restrepo. The proposed seating is 74 inside and 8 outdoor. Proposed Operating Hours are Monday to Thursday 11:00AM – 10:00PM, Friday 11:00AM – 11:00PM, Saturday 7:00AM – 11:00PM and Sunday 7:00AM – 10:00PM. Proposed Alcoholic beverage service hours are Monday – Saturday 10:00AM – 12:00AM and Sunday 12:20PM – 12:00AM.
2. To approve the application for a Pledge of Collateral for SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline, MA.
3. To approve the application for a Common Victualler License for SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline, MA. The proposed seating is 74 inside and 8 outdoor. Proposed Operating Hours are Monday to Thursday 11:00AM – 10:00PM, Friday 11:00AM – 11:00PM, Saturday 7:00AM – 11:00PM and Sunday 7:00AM – 10:00PM. Proposed Alcoholic beverage service hours are Monday – Saturday 10:00AM – 12:00AM and Sunday 12:20PM – 12:00AM.
4. To approve the application for an Entertainment License for SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline, MA. Entertainment will consist of radio, and televisions, Monday to Thursday 11:00AM – 10:00PM, Friday 11:00AM – 11:00PM, Saturday 7:00AM – 11:00PM and Sunday 7:00AM – 10:00PM. Live music with guitar and vocals Friday and Saturday 7:00PM – 12:00AM.
5. To approve the application for Alternate Manager Michael A. Galledo for SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline.
6. To approve the application for Outdoor Seating for 8 seats for SLH Restaurants LLC. d/b/a The Brothers Restaurants at 404 Harvard Street Brookline.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### BROOKLINE HOUSING AUTHORITY DISCUSSION

Discussion of the relationship between the Town of Brookline and the Brookline Housing Authority.



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Board member Fernandez began that this is a discussion on deepening the relationship with the BHA. We have been engaged for a very long time supporting their capital projects, and recently supported the recent need with CDBG grants. He noted that public housing tends to be on the edges of our community and some may not know much about public housing. This is an opportunity to engage BHA leadership and to invest in the long term success in public housing

Chair Greene added that he thought the town and BHA worked fairly well together and has offered financial support. He asked what needs are not being met by the town.

Mike Jacobs, BHA board member responded that the BHA has many needs and there is a great partnership, the last two town meetings have recognized that. All our needs are not being met; not because the town is not being a good partner, rather the federal government is not stepping up.

Board member Heller added that the BHA programs are federally funded, and Brookline has not had much of a role in that. Because the federal government has failed in the housing arena, we may need to step in. She asked if there are other resources available to them.

Michael Alperin, Director of the Brookline Housing Authority added that the state underfunds the housing. The town has been a tremendous partner and he speaks with the Town Administrator regularly to determine if they can do more in partnership, BHA has affordable vouchers that is a potential source to unlock some value for their residences. Our units have not been touched since the 1970's, and we as a town may want to go above and beyond to be proud of our public housing stock. It is better to work together than in silos.

Board member Hamilton added that she is not opposed to meeting quarterly due to what we are seeing with warrant articles. There is a need, but no one quite knows what avenues to go through. We could direct that energy to this committee.

Board member Van Scoyoc said he reviewed their presentation to the Advisory Committee. For whatever reason over the years there was a generalized understanding of the role the town plays in providing affordable housing and their needs diminished. There is some movement in Congress at the national level with a major incentive to turn America's focus and expand affordable housing through public housing, with a goal to see 12 million public housing units by 2030.

Board member Fernandez added that when reviewing why the section 8 vouchers were not being fully utilized, it was realized that even with the vouchers, Brookline rents were unattainable for many. They were able to receive a lift in the value. He thinks the work between the town and the BHA has been beneficial and fruitful bringing it to another level. This is to get us started to understand how public housing works.

Mr. Alperin added that from the three recent pro formas the town leverages \$1-6 town dollars to \$44-50 from state benefit and private sources. We are not just seeking how the town can do more, but other resources as well.

There was no vote.

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#### ANNUAL TOWN MEETING/ELECTION

Question of setting the dates for the 2021 Annual Town Meeting and Town Election.

Deputy Town Administrator Melissa Goff reviewed the proposed schedule that she shared with the town moderator and town clerk.

On motion it was,

Voted to set the following dates for the 2021 Annual Town Meeting and Town Election:

February 4, 2021 Warrant opens

March 4, 2021 Warrant closes

May 4, 2021 Town Election

May 19<sup>th</sup>, 20<sup>th</sup>, 25<sup>th</sup>, 27<sup>th</sup> Town Meeting dates.

Aye: Bernard Greene, Nancy Heller, Heather Hamilton, Raul Fernandez, John VanScoyoc

#### BOARDS AND COMMISSIONS - APPOINTMENTS

The following candidates for appointment/reappointment to Boards and Commissions:

##### MLK Celebration Committee

On motion it was,

Voted to appoint Christiana Akin to the Martin Luther King Celebration Committee

There being no further business, the Chair ended the meeting at 9:15 pm.

ATTEST



# Town of Brookline Massachusetts

## Authorization To Hire Request Form

1. Position **TITLE:** Deputy Building Commissioner Grade: T-12

2. Department: Building Department Division: Inspection

3. Position Control #: \_\_\_\_\_ Prior Incumbent: Joseph Braga Jr.

a. Reason for Leaving: Accepted Building Commissioner's position in another community

4. Budgetary Information:

Department Code: \_\_\_\_\_ Budget Code: 25002520 510101 % \_\_\_\_\_

☐ Grant Funded-Name of Grant: \_\_\_\_\_ ☐ Revolving Fund ☐ Enterprise Fund

6. Employment Type:

☒ Full-Time: # of hours/week: 37.5 ☐ Part-Time: # of hours/week: \_\_\_\_\_

☒ Permanent ☐ Temporary: expected end date (required) \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

7. Method of Fill:

☐ Promotion – To be Posted Internally from: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ to \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

☒ New Hire ☐ Transfer – Please explain: \_\_\_\_\_

8. List the top three essential functions of this position:

1. Executes/Admin. policies & procedures for Dept. Plans, org & supervises insp. programs

2. Enforces provisions of MSBC & oversees compliance & enforcement of Zoning By-Law

3. Assist's Inspectors with Bldg applications, permits, plan review and complaints

9. I have considered the following alternatives to filling this position:

It is critical this full time position be filled to maintain an efficient operation & to

keep up with current and future work load.

10. The alternatives are less desirable than new hire action for the following reasons:-continued on reverse side-

Longer permit review time. Less efficient operation. Delays on enforcement and complaints.

Possible delays and missed deadlines on denial letter's and ZBA hearings


Authorization To Hire Request Form

## 11. Suggested sources for specialized recruitment advertising: (other than local papers)

Human Resources will work closely with the department to post the position widely with recruiting websites and multiple targeted affinity group job boards, professional groups and diversity recruiting sites.

## 12. Please attach the current position description.

## 13. Signatures:

Department Head Signature: 	Date: 12.22.20
Human Resources Director: _____	Date: _____
Town Administrator: _____	Date: _____

## 14. Approvals:

Date on BOS Agenda: _____	Date Approved: _____
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## 15. Notes:

**DEPUTY BUILDING COMMISSIONER/ZONING ENFORCEMENT**

**Grade T-12**

**Position Purpose:**

Assist the Building Commissioner in the administration and management of the Building Department. Performs highly responsible supervisory and technical work functions associated with overseeing and coordinating review of plans and inspection of structures for compliance with all governing codes and bylaws; supervises issuance of permits and provides professional and efficient assistance to the general public. Ensures compliance with information required under the Zoning Board of Appeals rules and regulations; performs all other related work as required.

**Supervision:**

*Supervision Scope:* Exercises a high level of initiative and independent judgment in the supervision of technical employees and in the responsibility for operating decisions based on experience and knowledge of department operations. Incumbent is required to work with a high level of independence in formulating decisions regarding policies, procedures, operations and plans.

*Supervision Received:* Works under the administrative direction of the Building Commissioner. Employee functions independently, resolves most problems autonomously keeping Commissioner informed of progress, problems and implications of decisions. Employee establishes short- and long-range plans and objectives, and assumes responsibility for department results. Works according to established professional department and town policies and procedures, standards, special directives, instructions and intent.

*Supervision Given:* The Deputy Commissioner functions as the Building Commissioner for the Inspectional Services division in his/her absence. Has direct supervisory responsibility for six full-time employees. Participates in hiring of inspectional staff, provides daily direction, prepares employee performance evaluations, and counsels and disciplines staff consistent with town policies.

**Job Environment:**

Administrative work is performed under typical office conditions. Site inspection work is performed outdoors with possible exposure to weather extremes of heat and cold temperatures and inclement weather. Required to traverse uneven terrain and is subject to the hazards associated with construction sites. Work environment is moderately noisy and at times very loud. Administrative work is performed in an office environment. Some night work and attendance at evening meetings may also be required.

Operates an automobile, computer, printer, copier, hand-held and mobile electronic devices and other standard office equipment.

*Town of Brookline, MA  
Deputy Building Commissioner/Zoning Enforcement*

*1*

## 6.B.

Regular use of Geographic Information Systems (GIS) and electronic permit management and tracking software and systems. Experienced with word processing, data base management and related computer based programs and applications.

Makes frequent contacts requiring perceptiveness and discretion with the general public, other town departments/boards/committees, members of the building community, contractors, property owners, and state/federal officials; lawyers, architects, developers, and property owners.

Has access to department-related confidential information such as personnel records, bid proposals and personal information about citizen's property, which requires the application of appropriate judgment, discretion and professional protocols

Errors in either the technical application of recognized building procedures or in the interpretation of related data could result in damage to property, endanger public safety, have financial and/or legal implications, and cause adverse public relations.

### **Essential Functions:**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

Plans, organizes, and supervises structural, electrical, plumbing, and mechanical inspectional programs.

Directs and supervises education of building inspectors regarding new construction products and technology, changes in building and other applicable codes, and supervises implementation and continued training in permitting software.

Coordinates periodic inspections in accordance with 780 CMR, the State Building Code.

Directs the work of subordinates engaged in the following activities: structural, mechanical and related building construction inspection or code enforcement modifications; confers with inspectors on work problems; occasionally accompanies inspectors to review unusual problems and to provide assistance. Reviews building permit applications for compliance with codes and bylaws, conducts site inspections. Responsible for final approval of building permits on all projects in the town.

Supervises and participates in the checking of building plans and engineering calculations; interprets policies, governing codes, and regulations to employees.

Confers or corresponds with architects, building (property) owners, tradesmen, permit applicants, the general public, and contractors concerning questions about structural, building code and mechanical codes and regulations to achieve required compliance with

## 6.B.

applicable laws, bylaws, regulations, and codes within the department's jurisdiction. Coordinates review procedures with other town departments.

Works with the Planning Department regarding building/zoning issues. Attends all Zoning Board of Appeals meetings, advising on matters pertaining to special permit and related applications. Disseminates technical information at Zoning Board of Appeals public hearings. Works with Town Counsel and the Zoning Board of Appeals in the drafting of decisions and other documents and reports. Provides advice and technical assistance to other Building Department staff as well as town staff including, but not limited to the Town Clerk, Town Counsel, Board of Selectmen, Public Works, Fire Department, and others.

Reports, in writing, on discrepancies and design variations found in plans and specifications, building materials and methods of construction. Prepares or directs the preparation of complaints for legal action against violators of building codes and related regulations.

Works with the Commissioner to provide advice and technical assistance to other Building Department staff as well as town staff including Board of Selectmen, DPW, Fire Department, Police Department, Emergency Management, Health, and others. Builds and promotes strong working relationships with all town departments.

Assists the Commissioner in preparing or overseeing the preparation of criminal complaints for legal action against violators of building codes and related regulations. Establish good working relationship with Brookline District Court staff.

Consults with architects, engineers, contractors, builders, owners, and others in matters related to design, materials, materials standards and modern construction. Recommends as applicable the acceptance of alternate materials and methods of construction.

Assists in maintaining a technical library on building materials, construction standards, and practices and design standards. Assists in maintaining a current library of model construction codes and regulations.

Supervises the preparation and maintenance of necessary records and reports.

Attends meetings and conferences concerned with the building industry and code enforcement.

Performs all building inspection duties in the absence of assigned inspector.

Responds as necessary to emergency situations as required both during and after normal work hours.

Plans and directs the daily functions and activities of the office. Assists the Building Commissioner in the preparation of the department budget and administers approved

*Town of Brookline, MA  
Deputy Building Commissioner/Zoning Enforcement*

## 6.B.

funds consistent with town policies and procedures. Develops and executes administrative policies and procedures for all assigned functions of the department.

Performs similar or related work as required.

### **Recommended Minimum Qualifications:**

#### Education, Training and Experience:

Bachelor's degree in architecture, engineering, or related field preferred; five to seven years or more of progressively responsible building construction/design and plan review experience; supervisory experience highly desired; or any equivalent combination of education and experience.

#### Special Requirements:

A valid motor vehicle operator's license

Certification as a Massachusetts Building Inspector

#### Knowledge, Ability and Skill:

*Knowledge:* Thorough knowledge of Chapter 143 of the MGL (State Building Code); thorough knowledge of Chapter 40A of the MGL (Zoning Enabling Act); thorough knowledge of local zoning bylaws, and other applicable state statutes and regulations. An understanding of the materials and methods of building construction. A general knowledge of fire prevention, light, ventilation, egress, electrical, heating, refrigeration, and plumbing installations. A general knowledge of other equipment and materials essential for life safety, comfort and convenience of the occupants of a building of structure. Thorough understanding of field inspection practices.

*Ability:* Ability to read and interpret blueprints, drawings, and plans. Ability to write comprehensive reports. Ability to enforce regulations firmly, tactfully, and impartially. Ability to establish and maintain effective and harmonious working relationships with town officials, the public, and members of the building community. Ability to communicate effectively in written and verbal form. Ability to prioritize multiple tasks and deal effectively with interruptions. Ability to operate standard office equipment.

*Skills:* Skill in all of the above listed tools and equipment.

#### Physical Requirements:

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.* Regularly required to walk, stand, sit, talk, and hear; operate objects, tools, or controls; pick up paper, files, and other common office objects. May lift and/or move objects weighing up to 60 pounds such as tools, equipment, supplies, etc. Accesses all areas of buildings and structures and all levels of a construction site; traverses uneven terrain. Work duties require distance and close vision and the ability to distinguish colors.



## 6.B.

Numerous safety hazards are encountered in on-site inspections, working around disturbed soil due to newly dug excavations for houses, apartment buildings, commercial buildings, and retaining walls where some of these excavations have been done. Incumbent must also work around and use temporary supported structures such as stairways in apartment houses, newly placed concrete or steel walls, floors and roofs; working around heavy machinery and inspecting fire damaged buildings.

*(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)*

## 8.A.

We, the undersigned, have experienced Brookline's efforts to maintain open and responsive government during our national pandemic, and have been duly impressed that so many board, committee, and commission meetings, and two Town Meetings, have been held virtually over the past nine months.

We have found it remarkably easy to participate in Town government remotely, whether for just for a few minutes, or for hours at a time. Our constituents have been better able to keep up with Town business and School approaches to pandemic education, because every meeting has been so easily accessible.

Remote participation has opened the door for, among others, those with mobility and other physical challenges; without a car or easy access to Town Hall; with jobs that do not allow for daytime absence; and with elder-and/or child-care responsibilities. In short, the remote option makes Brookline government more accessible and inviting to all, including historically under-represented individuals and voices.

We would like the Select Board to form a special committee to consider whether Town boards, committees, commissions, and Town Meeting, may conduct business in a hybrid manner, with individuals (members, staff, and the public) given the option to participate either in person or remotely; to study the pros/cons and details related to any such change; and to examine and execute the necessary by-law changes and home rule petitions that would be associated.

We believe this will bring us closer to our goals around inclusion; increase public interest and participation in Town government; increase the number and diversity of applicants and candidates for positions; and help us continue to perfect our participatory democracy.

We are asking that this issue and the question of a special committee be placed on the agenda for your next meeting, so it may begin to be addressed in a centralized, formal manner.

Thank you for your consideration.

Cathleen	Cavell	Precinct	01
Carol	Hillman	Precinct	01
Ana	Albuquerque	Precinct	01
Alexandra	Metral	Precinct	01
Robert	Schram	Precinct	01
Charles	Terrell	Precinct	01
Deborah	Brown	Precinct	01
Susan	Daley	Precinct	01
Bettina	Neuefeind	Precinct	01
Katherine	Silbaugh	Precinct	01
Jane	Gilman	Precinct	03
Donald	Leka	Precinct	03
Rebecca	Stone	Precinct	03
Meggan	Levene	Precinct	03
Sarah	Boehs	Precinct	04
Alan	Christ	Precinct	04
Wendy	MacMillan	Precinct	04
Donelle	O'Neal, Sr.	Precinct	04
Mariah	Nobrega	Precinct	04
Robert	Volk	Precinct	04
Faith	Michaels	Precinct	05

Phyllis	O'Leary	Precinct	05
Claire	Stampfer	Precinct	05
Amie	Lindenboim	Precinct	05
Cynthia	Drake	Precinct	05
Hugh	Mattison	Precinct	05
John	Bassett	Precinct	06
Malcolm	Doldron	Precinct	06
Anne	Trecker	Precinct	06
Jonathan	Margolis	Precinct	07
Ernest	Frey	Precinct	07
Lauren	Bernard	Precinct	08
Kate	Poverman	Precinct	08
Robert	Lepson	Precinct	09
Naomi	Sweitzer	Precinct	10
Jesse	Gray	Precinct	10
Kimberly	Loscalzo	Precinct	10
Emy	Takinami	Precinct	10
Daniel	Stone	Precinct	10
Shira	Fischer	Precinct	11
David	Krewinghaus	Precinct	11
Anne	Weaver	Precinct	11

Shanna	Giora-Gorfajn	Precinct	11
Jennifer	Goldsmith	Precinct	11
Leonard	Wholey	Precinct	11
Boney	Jones-Dasent	Precinct	11
Lisa	Shatz	Precinct	11
Judy	Meyers	Precinct	12
Mike	Offner	Precinct	12
Chris	Chanyasulkit	Precinct	13
Paul	Saner	Precinct	13
David	Gacioch	Precinct	13
Jennifer	Segel	Precinct	14
Eileen	Berger	Precinct	15
Elisabeth	Cunningham	Precinct	15
Barbara	Gutman	Precinct	15
Janice	Kahn	Precinct	15
Ira	Krepchin	Precinct	15
Jason	Cunningham	Precinct	15
Jane	Flanagan	Precinct	15
Benedicte	Hallowell	Precinct	15
Richard	Nangle	Precinct	15
Cornelia	van der Ziel	Precinct	15

# 8.A.

Michael	Berger	Precinct	15
Kristine	Knauf	Precinct	15
Jean	Senat-Fleury	Precinct	15
David	Pearlman	Precinct	15
James	Rourke	Precinct	15
Scott	Gladstone	Precinct	16
Laura	Baines-Walsh	Precinct	16
Danielle	DaSilva	Precinct	16
Adrienne	Bowman	Precinct	16
Rachel	Rubin	Precinct	16
Carolyn	Thall	Precinct	16
Michael	Harrington	Precinct	16
Julie	Jette	Precinct	16
Judith	Leichtner	Precinct	16
Nathan	Shpritz	Precinct	16

# virtual town meeting experience survey results

SB meeting  
01/12/21

# disclaimer

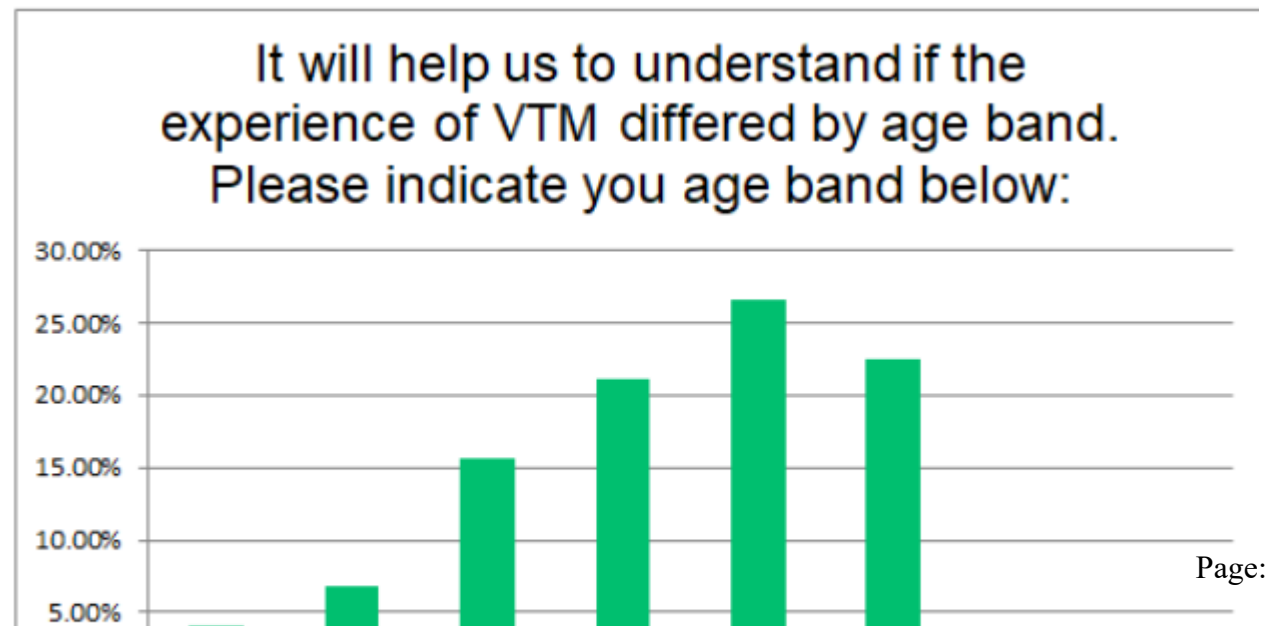
- Data collected through survey monkey
- I developed questions and tried to stay disinterested and non-directive in format, order and substance of questions.
- We collected very limited demographic data to keep survey brief and non-identifying. That meant results were stratified just by those narrow variables.

## demographics

We received 152 responses (63% response rate) in a survey monkey format with data collected 7/13/20-8/3/20.

The only demographic question asked was age band which revealed differences in preference for on-going virtual v. live TMM format and factors influencing participation.

	count	%
18-50	39	26%
51-70	70	46%
71 and older	38	25%
no reponse	5	3%
	152	100%



## participation, engagement and future meetings

### Moderator and TMMA response

The legislation validating remote participation in our Town Meeting will expire on termination of the Governor's declaration of the coronavirus emergency (date unspecified), and there is no current movement within the Legislature to enact a successor law. State Representative Tommy Vitolo concurs that there is no movement on permanent enabling legislation.

Although there is no legislation pending, Advisory Committee Chair Mike Sandman reports the information below and if this were a path TMMs would want to pursue it would make sense to follow up on this route. Note that the moderator and Representative Vitolo are working based on what is true now-- that no legislation is pending.

*A few years ago, the AG's office gave permission for dial-in attendance by members as long as a quorum as physically present. Subsequently Town Counsel issued a similar protocol. It may be possible to circumvent formal legislation by attaining Town Counsel's blessing for using Zoom in place of dial-in, or at least possible to have Town Counsel ask the AG to explicitly allow Zoom as an alternative for dial-in. Given the widespread experience people (including the AG's staff) have now had, this seems plausible. Still there is interest in legislation to allow for fully on-line meetings on a "video platform freely accessible to members of the public that that allowed the public to see that a quorum was present online" and, of course to see and hear the proceedings.*

## participation, engagement and future meetings

### *Analysis of Responses*

**92% of respondents report participating in the virtual format the same or more actively than in-person.**

- Participation varied by age band with the under 50 cohort 3x more likely to be more participatory in a virtual format than the over 70 cohort.
- Inclusion-related factors accounted for 17% of responses as reason for increased participation. This factor broke down by age groups.
- 32% of responses under 50 cited inclusion factors as improving their ability to participate while Only 5% for those over 70+ cited inclusion factors.

**Moving forward, a hybrid virtual/live model was ranked as first choice among 47% of respondents.**

- 39% of those over 70 favor returning exclusively to live as soon as it is safe. In contrast, 16% of those under than 50 and 31% those 50-70 would favor a live only format.
- Under 50 cohort 3x more likely to be more participatory in a virtual format than the over 70 cohort.

### *Synthesis of Responses*

In the event that permanent validating legislation is enacted, evaluate how to enable all TMs to feel comfortable participating in a virtual format as they do in a live format and implement rules to accomplish this.



### **level of participation compared to live town meeting (Q12)**

92% of respondents report participating the same or more than in Live TM, assessment of participation varied widely by age band. For example, 38% of TMMs under age 50 reported participating more than in a live meeting v. 13% of those 70+.

**The youngest cohort was three times as likely to be more participatory than in a live compared to the oldest cohort. 7 self-identified new TMs were excluded from this question.**

<b>I was present and participated:</b>	All	18-50	51-70	70+
The same as in live meeting	70%	53%	75%	76%
More than in live meeting	22%	38%	19%	13%
Less than in live meeting	8%	9%	6%	11%

**factors influencing attendance (Q13)**

Given record participation, we asked TMMs factors that influenced their presence. They were able to select all that apply.

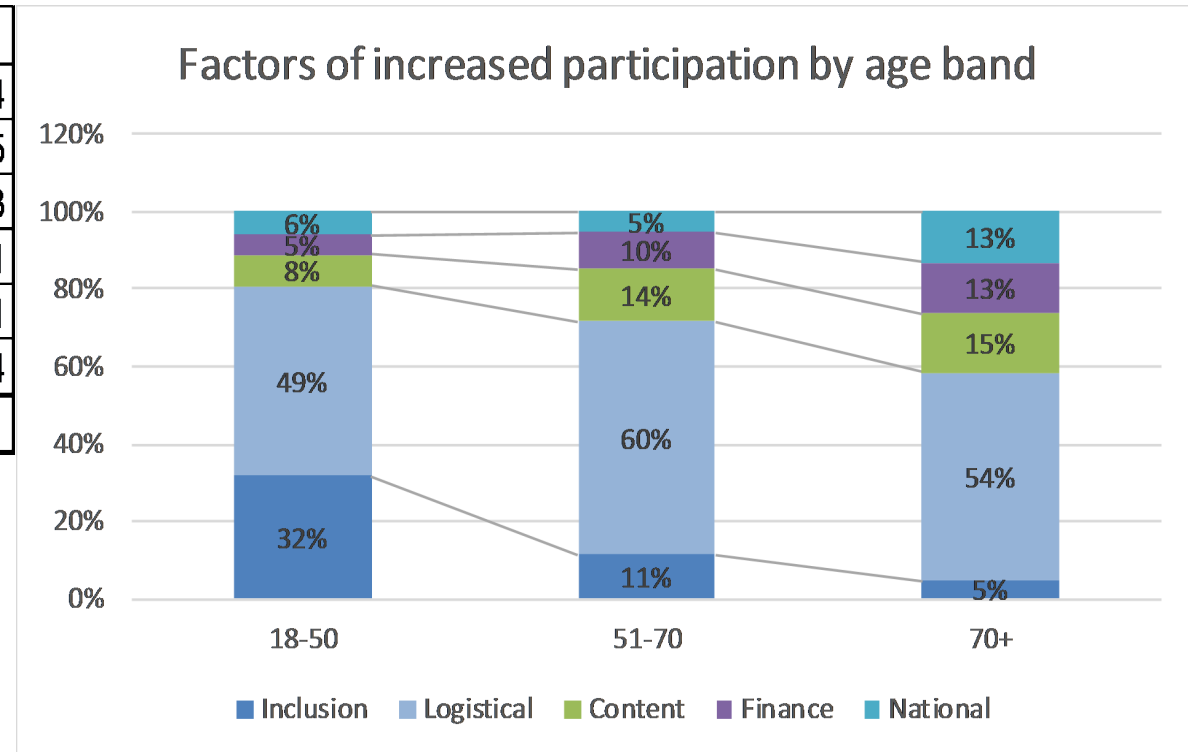
We considered factors of inclusion, logistics, content, and national policy.

One average respondents selected 2.86 factors contributing to participation with those 18-50 selecting 4 factors, 50-70 2.6 factors and those 70+ selecting 2.3 factors.

**Inclusion factors accounted for 32% of responses for those under 50 versus 5% for those over 70+.**

**The number of factors impacting participation was greatest in the youngest band surveyed.**

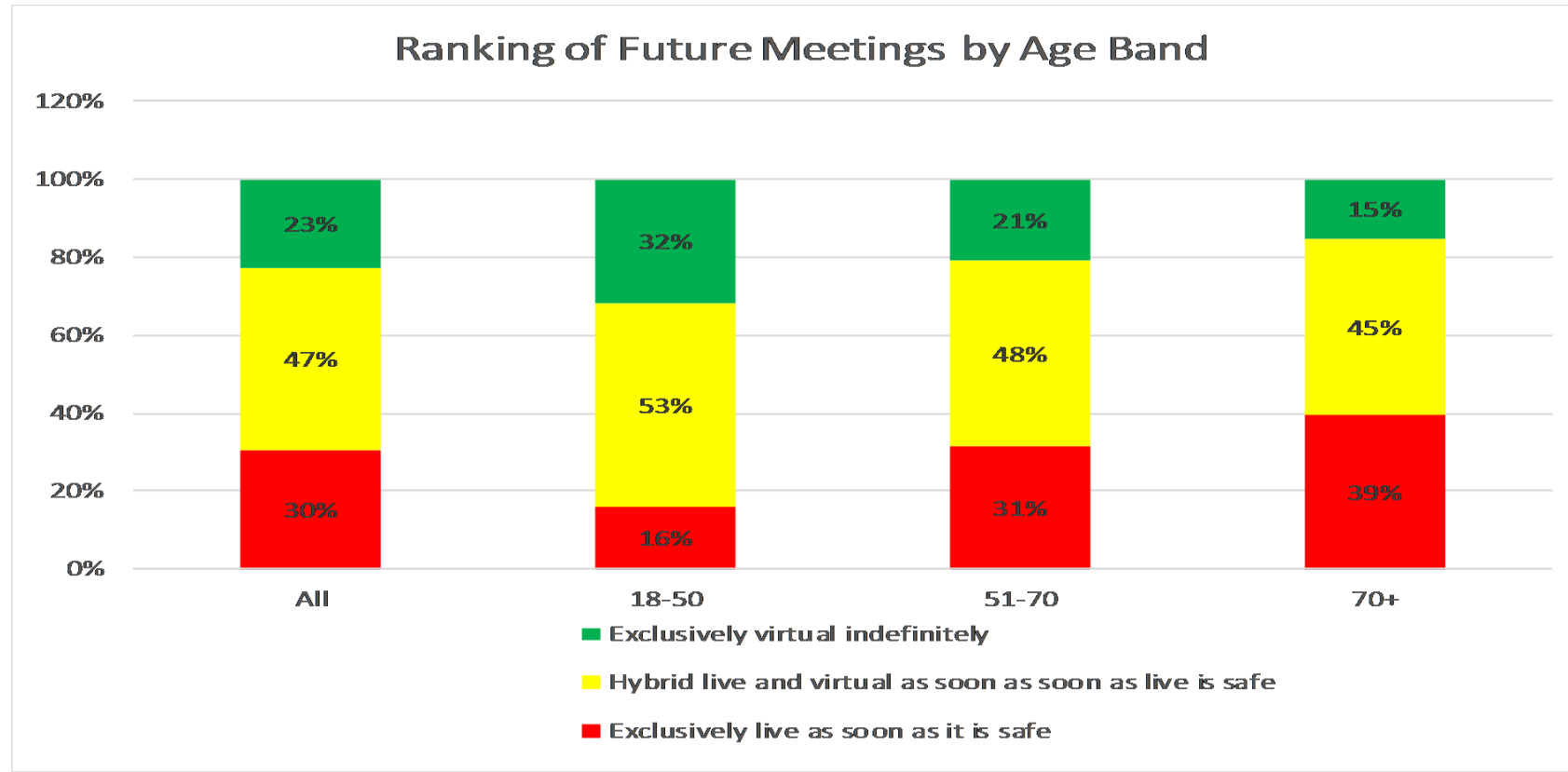
	All	All	18-50	18-50	51-70	51-70	70+	70+
Inclusion	17%	69	32%	43	11%	20	5%	4
Logistical	56%	228	49%	67	60%	106	54%	45
Content	12%	49	8%	11	14%	24	15%	13
Finance	9%	35	5%	7	10%	17	13%	11
National	7%	29	6%	8	5%	9	13%	11
Total responses		410		136		176		84
Average # of responses		2.87		4.00		2.59		2.27



### ranking virtual town meeting as future option (Q9)

When asked to rank their preference for future meetings, 47% ranked Hybrid as their first choice. Looking at preference by age band, the older the band, the stronger the interest in return to exclusively live. The younger the band the higher the interest in an exclusively virtual format.

Top rank for future Town Meetings	All	18-50	51-70	70+	All	18-50	51-70	70+
Exclusively live as soon as it is safe	43	6	21	13	30%	16%	31%	39%
Hybrid live and virtual as soon as soon as live is safe	67	20	32	15	47%	53%	48%	45%
Exclusively virtual indefinitely	32	12	14	5	23%	32%	21%	15%
	142	38	67	33	100%	100%	100%	100%



- **Comments on Ranking (Q10) and what worked well and didn't (Q6,Q7,Q8)**
- Among 105 comments most related to the access created by hybrid and virtual models, the benefits of live TM, efficiency, and health factors.

40% of comments (32/81) from TMMs 70 or younger supported factors of inclusion and access v. 13% (3/24) of those 71 or older.

- **Inclusion comments included:**

*I enjoy live TM (when it is safe but I believe that virtual participation should always be available to people who have childcare issues, disabilities, or other restrictions that make remote participation necessary to their participation. The alternative is that those people will have to miss TM, and that is a big problem since we miss out on hearing from some very valuable voices.*

- *I think, even after COVID, we should have alternate live days and virtual days. That was we still get the benefit of in-person relationship building when in person, but also get the advantages of virtual: (i easier to "get to" Town meeting due to the elimination of the time to drive/park (or other travel modes from work/home and (ii it is easier for people with caretaking responsibilities.*
- *I missed the live format and the opportunity to interact with others, as well as seeing how they voted. I have long felt that there should be a way for folks who cannot attend town meeting to participate remotely. The VTM provided a mechanism for doing so.*
- *Being able to participate seamlessly from a workday, from family responsibilities and with actually more focus makes a strong case for virtual options on-going. this will mean a web-based voting mechanism that works in the auditorium and at home.*

**42% of comments (10/24) from those over 70 supported an exclusively in-person format v. 15% (13/81) of those U70. 35 were related to access.**

*I think the in-person Town Meeting allows all of us to realize we are working for the good of the community and that the community is made of individuals, some of whom have vastly different ideas and feelings from the ones we have. It keeps us aware of the fact that consensus is more important to the well-being of the community than getting our own way all of the time.*

*Being part of the live TM makes the experience more personal; I walk into the H.S. Go to the basement and grab a cookie, greet fellow TMs, go upstairs to the auditorium and interact with the support staff, the police officers on duty, nod to fellow TMMs who always sit in the same row, seat next to me, and so on.*

Convenience of not having to seek childcare.	Inclusion
Convenience of not having to leave other family care responsibilities.	Inclusion
Convenience of not having to leave home.	logistics
Convenience of not having to park.	logistics
Convenience of not having to drive late at night.	logistics
Meetings ended earlier than live meetings do.	logistics
Critical nature of articles.	Content
Focus of time on financial and policy articles.	Finance
National political climate with local implications.	National

## Online Form Submittal: Board/Commission Application Form

notifications@brooklinema.gov <notifications@brooklinema.gov>

Fri 11/27/2020 2:33 PM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

### Board/Commission Application Form

Please use this form to apply for one of the [open Board/Commission positions](#). We welcome your application and will respond to you quickly.

Name	Bishnu Tamang
Address	[REDACTED]
Home Phone	[REDACTED]
Work Phone	Field not completed.
Email	[REDACTED]
Application for specific Board/Commission?	Diversity and inclusion commissions
What type of experience can you offer this Board/Commission?	Community Outreach, organizing program/activities, serve the diverse people of Brookline approaching them ,listening their needs and creating space for everyone.
What type of issue would you like to see this Board/Commission address?	Race and racism, inclusions, Language, bringing harmony in all
Are you involved in any other Town activities?	I am involved with a nonprofit organization called <a href="https://www.womenthrivingma.org/">https://www.womenthrivingma.org/</a> Women Thriving Inc.,and currently serving as board member. I do community outreach, liaison.
Do you have time constraints that would limit your ability to attend one to two meetings a month?	No
IF RELEVANT, YOU CAN ATTACH OTHER MATERIALS (RESUME, NEWSPAPER, MAGAZINE, OR JOURNAL ARTICLE, ETC.)	Field not completed.

Email not displaying correctly? [View it in your browser.](#)



## Commission for Diversity, Inclusion, and Community Relations

(As of January 2021)

### **Membership:**

Joan Lancourt, Chair	Term expires 2021
Mariah Nobrega	Term expires 2021
Eloise Lawrence	Term expires 2021
Vacancy	Term expires 2021
John Malcolm Cawuthorne	Term expires 2022
Jessica Chicco	Term expires 2022
Steben Laduzinski	Term expires 2022
Malcolm Doldron	Term expires 2022
Irving Allen	Term expires 2022
Kea van der Ziel	Term expires 2023
Bob Lepson	Term expires, 2023
Samuel Batchelder	Term expires 2023
Rezaul Haque	Term expires 2023
Vacancy	Term expires 2023

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Bishnu Tamang interviews for appointment 1.12.21

Ihssane Leckey interviews for appointment 1.19.21

Jonathan Lau interviews for appointment 1.19.21



**BOARD AND COMMISSION  
REAPPOINTMENT INTEREST  
FORM**

**NAME** Werner Lohe

**ADDRESS** [REDACTED]

**HOME PHONE#** [REDACTED]

**WORK PHONE#** n/a

**E-MAIL ADDRESS** [REDACTED]

**MEMBER OF – BOARD/COMMISSION** ConservationCommission

**DO YOU WISH TO BE REAPPOINTED: YES** X **NO**

**LIST ACCOMPLISHMENTS IN THE LAST THREE YEARS**

As the Conservation Commission's representative to the SBCAC, and  
as its co-chair. I have focused on climate change, including  
sponsoring warrant articles for Fossil-Fuel-Free new schools and  
Fossil-Fuel-Free new construction. I have also worked as the  
ConComm's representative to the Brookline Conservation Land Trust.

**FUTURE GOALS:**

My most important short- and medium-term goal is to help  
implement the recommendations of the Collins Center report,  
including restructuring the SBCAC and working to orient and  
support the new Assistant Director for Sustainability Planning.

**BOARD AND COMMISSION  
REAPPOINTMENT INTEREST  
FORM**

NAME MARIAN LAZAR

ADDRESS \_\_\_\_\_

HOME PHONE \_\_\_\_\_

WORK PHONE \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

MEMBER OF – BOARD/COMMISSION ASSOCIATE CONSERVATION COMM

DO YOU WISH TO BE REAPPOINTED: YES ✓ NO \_\_\_\_\_

**LIST ACCOMPLISHMENTS IN THE LAST THREE YEARS**

I have been active with the Conservation Commission for more than 30 years, first as a commissioner and now as an associate. My interest is in Brookline's open spaces, especially the Sanctuaries. In support of this interest, I have led walks in the Sanctuaries and participated in the project creating signage for the Sanctuaries. I have regularly attended Commission meetings and contributed my knowledge of the environment. Because of my interests I feel I offer a useful perspective to the functioning of the Commission.

**FUTURE GOALS:** \_\_\_\_\_

I hope to continue in my activities on the Commission and to remain an active participant in the deliberations of the Commission.



## **Brookline Conservation Commission (As of 1/8/21)**

### **MEMBERSHIP, APPOINTMENT, TERM**

(a) The Commission shall consist of **seven members** (excluding associates), all of whom shall be appointed by the Select Board to serve for a term of three years. There are currently two vacant positions on the Commission.

(b) The initial appointments shall be made for staggered terms as follows: the term of one members shall expire after one year, the terms of two members shall expire after two years, and the terms of four members after three years. When a vacancy occurs, an appointment shall be made by the Select Board. The Commission shall recommend to the Board of Selectmen candidates to fill vacancies. A person is not precluded from serving more than one term. Commissioners must be residents of the Town of Brookline.

### **MEMBERS:**

1. **Pamela Harvey**.....Term expires 2019
2. **Werner Lohe** .....Term expires 2020
3. **Marcus Quigley** .....Term expires 2021 – Chair
4. **Roberta Schnoor** .....Term expires 2021 – Vice Chair
5. **Pallavi Kalia Mande**.....Term expires 2021
6. **Vacancy** .....Term expires 2020
7. **Vacancy**.....Term expires 2019
8. **Marian Lazar** .....Term expires 2017 – Associate

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### **THIS IS A SEVEN MEMBER BOARD**

Will Corrdin interviewed for appointment on 12/18/20

Samuel Burrington interviewed for appointment on 12/18/20

Werner Lohe interviewed for reappointment on 1/12/21

Marian Lazar interviewed for reappointment on 1/12/21



**Geetanjali (Anu) Advani**

55 Park St. 2B  
Brookline, MA 02446

Ph. (617) 733-7167  
Advani1@comcast.net

12/09/2020

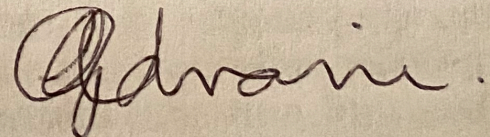
To whomsoever this may concern,

I'd like to apply for the position of Public Library of Brookline trustee. I have very fond memories of taking my kids to the Coolidge Corner branch for sing along sessions with Kathy, 27 years ago! The public libraries in America are huge promoters of equality by making available a treasure trove of books to everyone and promoting community with the special activities and events that they organize. My favorite is being able to read any book on my cell phone, using the Libby app. It's a huge game changer, allowing me to borrow a book from the Minuteman Library Network from anywhere in the World.

I am a firm believer in give a kid a book change a life. I took a one-year sabbatical from Lawrence School in 2005. I was planning on going to India to take care of my ailing mom but I couldn't stay away from kids and teaching. I researched and signed up to volunteer at an elementary school for slum kids in Mumbai. The Lawrence School Parent Teacher organization donated books for me to take to India. 1000 books!! Well, my kids and I schlepped all the books to Mumbai in our suitcases over the course of 2 years. The Akanksha School did not have a library and when the principal saw all the bags of books I was bringing over, she asked me to start a Library. I worked with 3 volunteers to sort, organize, catalog and set up a Library in a room the size of a large closet. The happiest day of my life was when students walked in to borrow books! Their eyes lit up and they touched the books so reverently. I love reading books to classes, providing professional training to teachers and increasing the collection. I continue to work with Akanksha; they have a huge library space now with upwards of 2,000 books.

As a retired teacher, I have a lot of time on my hands and am a big believer in giving back. I volunteer with Hospitality Homes, BostonCares, Lawrence School (Brookline) and ToyBank, St Catherine's Home and Akanksha (Mumbai, India). It would be my privilege and honor to serve as a Brookline Public Library Trustee. Public Libraries are the heartbeat of the town and we have wonderful Libraries in Brookline.

Thank you for your consideration,



Anu Advani  
(617) 733-7167  
Advani1@comcast.net



**Geetanjali (Anu) Advani**

55 Park St. 2B  
Brookline, MA 02446

Ph. (617) 733-7167  
Advani1@comcast.net

**Objective:** Position as Library Trustee, either open position

**Education:** B.A. 1987, Sophia College for Women, Bombay University, India  
Major: Sociology and Education  
B.A. 2003, Simmons College, Boston, MA  
Major: Sociology and Elementary Education  
Honors: Summa cum laude, Member of the Academy (Honor Society)  
M.S. 2006, Simmons College, Boston, MA  
Major: School Library Media  
Honors: Beta Phi Mu, Member of the Honor Society

**Licensure:** Professional License in Elementary Teaching, 2016 (Massachusetts)  
Professional License in Elementary Mathematics, 2016 (Massachusetts)  
Professional License in School Library, 2016 (Massachusetts)

**Experience:** 2015-Present Hospitality Homes Board Member (Non-profit organization)

- Attend monthly board meetings/calls.
- Work with Executive Director on marketing, strategy, fund raising, accounts, and general support to fulfill the mission of Hospitality Homes.

2010-Present Hospitality Homes Host/Host at 281 Walnut Street

- Housing patients and their families in my home when they travel to Boston for cutting edge medical treatment.
- Host at 281 Walnut Street because of pandemic restrictions.

2001-2019 Math Specialist, grades K - 5 (Retired)

- Set up Math Resource Center Library that stocks curriculum relevant Math board games, software, etc that may be borrowed by parents and teachers to support, extend, and enhance Mathematical learning. The collection consists of 780 items that are cataloged by grade level and Math concept.
- Designed a Math website linked to main school webpage.
- Collaborated with Library department to set up a Math Resource Center in the Library (K-8). Obtained funding through PTO and TATF grants to buy Math-related books, board games, and computer programs. Researched and purchased grade-appropriate and curriculum-relevant Math materials to support and enhance Mathematics education. Imported MARC records; organized, cataloged, and bar-coded diverse items through Winnebago Spectrum. Publicized the Center through parent Open Houses, faculty meetings, and town-wide Math specialist professional development day. Developed an annotated collection catalog, organized by grade level and topic.
- Collaborated with town Math Specialists to design Summer Math Packages for students (1-8).
- Used online websites to differentiate instruction in the classroom.
- Identified students needing services through standardized tests, individual interviews, and classroom teacher input. Communicated with parents via email, telephone, and meetings regularly.



Advani

1997-07 Library volunteer, Lawrence School, Brookline, MA

- Checked in and shelved books; assisted students with research and book choices; provided teachers with curriculum-related books; covered and repaired books; familiar with Winnebago Spectrum 5.5.
- Worked as a substitute library teacher.
- Imported MARC records and processed new books for circulation. Created and printed book labels.
- Edited OPAC catalog.

**Languages:** Fluent in English and Hindi

**Hobbies:** Reading, photography, gardening

**References:** Ms. Deborah Pepper, Executive Director, Hospitality Homes, Brookline, MA  
Dpepper@hosp.org (888) 595-4678, Extension 4

Ms Nagmeh Ansari, Realtor, Brookline, MA

nagmehansari@gmail.com (617)319-3224

Ms. Rusty Browder, Retd. Librarian, Lawrence School, Brookline, MA

rustybrowder@gmail.com (617) 803-8250



From: **Theresa Ammirati** <[tpamm@conncoll.edu](mailto:tpamm@conncoll.edu)>  
Date: Tue, Dec 1, 2020 at 10:01 AM  
Subject: Board Vacancy  
To: <[librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov)>

To Whom It May Concern:,

I am writing in regard to the current trustee vacancies on the Brookline Library Board. I am a registered voter in Brookline and am willing to run for the remainder of the term for either of the vacancies. I have been a lover of public libraries since I walked with my mother to the New Utrecht Branch of the Brooklyn Public Library at five years old and proudly wrote my name to show I could read and was thus eligible for my very own card. Nine years later, at fourteen, I had my first job at that same branch, junior working papers in hand, typing out library cards for the then current crop of five-year-olds. Since then, the library, no matter where I lived, or what the circumstances of my life, has played an important role for me.

Although, as my attached CV shows, my career as a college professor and dean in Connecticut kept me occupied in most ways, I ran programs for many years for both my local library and for statewide programs, as noted in my CV.

I believe public libraries play an essential role in American public life—whether providing free books for children and adults to borrow, programs for ESL learners and others, or just as a safe place to sit and read. Librarians—a special breed in my mind—provide all sorts of resources for their communities, whether it's help with a research project or, as in the current moment, working to ensure that the public library will still have its resources available despite working under pandemic conditions.

Retired and having moved to Brookline a little over a year ago, one of the first things I did was to enquire about volunteer opportunities at the library. When none of those was available, I offered to restart the dormant mystery book group at the Coolidge Corner branch and have been doing that, first at the library itself and then, once quarantine began, in a monthly Zoom meeting under the auspices of Brita Zitin.

The opening for a trustee position is very exciting for me. To begin with, I have served on public boards in the past, most notably as Chair of the Waterford, CT Board of Education as part of a six-year term, and I have also served on various committees at my college, all of which gave me valuable experience working cooperatively with others. My background in higher education, my unfailing support for public libraries, my wide reading experience, and my passionate interest are crying out to be put into service with the Brookline Public Library. As a fairly recent retiree, I have time to devote to this position. I am currently volunteering with Mutual Aid Brookline, but that still leaves me a good deal of time—along with my long-standing interest in public service—to devote to this position.

My CV is included as an attachment to this letter. Although I have condensed it somewhat, the fullest version is available, should you wish to know the full range of my professional activities. I have listed references with their email addresses, but I can send you their mailing addresses should you wish. I have read the Library Trustees Handbook online and am confident that I can fulfill the duties of this position for either the three-year or one-year term without difficulty. I hope you will agree, and I look forward to hearing from you

Best Regards,  
Theresa Ammirati  
Theresa P. Ammirati  
Dean Emerita, Connecticut College

## Curriculum Vitae

Theresa Perri Ammirati  
 60 Longwood Avenue, Apt. 404  
 Brookline, MA 022446  
[tpamm@conncoll.edu](mailto:tpamm@conncoll.edu)

### EDUCATION:

Ph.D. English, University of Rhode Island, December 2003  
 M.A.: English, Lehigh University June, 1996  
 B.A.: English, Douglass College, Rutgers University, June, 1963

**EXPERIENCE RELEVANT TO BROOKLINE LIBRARY BOARD OF TRUSTEES**  
**SCHOLAR-DISCUSSION LEADER/KEYNOTE SPEAKER** Southeastern  
 Connecticut Library Council/Southeastern Connecticut Library  
 Association, 1985-2000

Representative Topics:

- THE POISONED PEN: Detective Fiction (Keynote Speaker)
- THE AMERICAN FAMILY: Endurance in the Midst of Change
- YANKEES AND STRANGERS: 19<sup>TH</sup> Century New England
- READINGS FROM THE THIRD WORLD

**BOOK DISCUSSION LEADER**, Waterford Public Library, Waterford, CT,  
 various books, 1985-2014  
 Brookline Public Library, Mystery Monday Book Group, Fall, 2020-  
 Present

**ACADEMIC EMPLOYMENT** (at Connecticut College, New London, CT,  
 unless otherwise noted):

**ASSISTANT PROFESSOR OF ENGLISH**, 1976-2014

**ASSOCIATED FACULTY, AMERICAN STUDIES PROGRAM**, 2000-2014

**DEAN OF STUDIES**, August, 2006-June, 2014

**INTERIM DEAN OF THE COLLEGE**, July 2005-July, 2006

**DEAN OF FRESHMEN**, July, 1995-June 2005

**INTERIM DIRECTOR, Unity Multicultural Center**, 2004-2005



**ASSOCIATE DIRECTOR, CONNECTICUT COLLEGE CENTER FOR TEACHING AND LEARNING, 1999-2005**  
**FOUNDING DIRECTOR OF THE ROTH WRITING CENTER, 1988-1995**  
**DIRECTOR OF SERVICES TO STUDENTS WITH DISABILITIES, 1988-1996**  
**INTERNATIONAL STUDENT ADVISER, 1985-1995**

**OTHER EXPERIENCE:**

**INSTRUCTOR IN ENGLISH, Moravian College, Bethlehem, PA, 1966-1967**

**INSTRUCTOR IN ENGLISH, Lehigh County Community College, 1966-1969**

**INSTRUCTOR IN ENGLISH, Three Rivers Community College, Norwich, CT, 1970-1980**

**PUBLIC RELATIONS OFFICER, Three Rivers Community College, Norwich, CT, 1979-1980**

**INSTRUCTOR IN ENGLISH, Old Dominion University, U.S. Submarine Base Campus, Groton, CT, 1972-1978**

**WRITING INSTRUCTOR, Pfizer Corporation, Groton, CT 1982-1990**

**ASSOCIATED ACADEMIC ACTIVITIES**

- **Student Advising**
- **Various College Committees**
- **Visiting Committees Member**
- **Writing Workshops—U.S. COAST GUARD ACADEMY, BRONX HIGH SCHOOL OF SCIENCE, GROTON PUBLIC LIBRARY**

**NON-ACADEMIC ACTIVITIES**

- **Member, Waterford, CT Board of Education, 1981-1987**  
**Chair, 1986-1987**

**REFERENCES:**

Dr. Candy Schwartz, Retired Professor of Library Science, Simmons College, [candy.schwartz@simmons.edu](mailto:candy.schwartz@simmons.edu)

Dr. Roger Brooks, CEO, Facing History Brookline, MA,  
[rlbro157@gmail.com](mailto:rlbro157@gmail.com)

Dear Hiring Committee and the Board of Brookline Library Trustee:

Coming from a small village in Asia (Taiwan) and as the first child to receive a college education, I have a big dream to create positive social/educational impacts. It's a blessing to me to live and work in Brookline for **over 18 years**, and I have the privilege and pleasure of getting to meet and work with great people here. To serve as the Brookline Public Library Board of Trustee would be an excellent opportunity to contribute my skills and experience to the local community.

My Brookline life started with **Brookline Access Television** (BATV, now BIG), where I worked as Operations/Productions Manager from 2002 to 2009. I had the honor and pleasure of working with numerous Brookline municipal/school units, nonprofit organizations, and business corporations. I managed and produced several hundreds of video series, promoting their services and products. One project left a distinct imprint—**the Brookline Reads video series**—with which I had a great experience working with **Roberta Winitzer, Karen Livingston, and Michael Burstein** for the Brookline Public Library and Brookline Library Music Association.

In recent years of serving as a Brookline Chinese School board member, I proposed a partnership project to the main library; and then worked with **Lily Weitzman** and **Ryan Brennan** from the Brookline libraries. Together, we launched the first **Brookline Chinese Recitation/Penmanship contest** at the Coolidge Corner branch last April. With such a popular program, we planned to collaborate for more similar programs to partner with local organizations.

These experiences taught me how to establish relationships with local organizations and deepen my understanding of Brookline residents and their diverse needs. My primary service goal is to utilize my education/NPOs experiences, digital marketing & partnership skills, and my Asian American ethnicity to broaden diversity in education content and foster inclusion in the Brookline community.

In the meantime, I look forward to collaborating with you on how I may best serve the Brookline Library. If elected, I would run for the remainder of Ms. Goldman's or Ms. Mehta's terms. Attached below, please find my resume for your reference. If you would like to speak to me, please feel free to contact me at [tracychenmarketing@gmail.com](mailto:tracychenmarketing@gmail.com) or 857-540-6056. Thank you, and I look forward to hearing from you.

Gratefully,

Tracy Chen

*I would like to leverage my 20 years of digital marketing, communications, fundraising, and project management experience to help Brookline Public Library engage with patrons and community residents.*

## \*RELEVANT EXPERIENCES

### Produced hundreds of promo-series supporting Brookline organizations and businesses

Brookline Town Meetings, Brookline Library (Brookline Reads), Brookline 300 Tricentennial Celebration, Brookline Music School, Brookline Art Center Series, Coolidge Corner Theatre, Brookline Domestic Violence Prevention Roundtable, Goddard House, Brookline Youth Center, Brookline 1st Light Festival, Summer Concerts on Emerson Park, Brookline Farmers Market, Brookline Rotary Club Fundraising Pancake Breakfast, Brookline Booksmith, and more

### Consultant at multiple nation/statewide 501(c)(3) non-profit organizations

Build Commonwealth (catalyst for finance innovation), Boston, MA; SOAR (SOAR Management Consulting Group), Boston, MA; PCV (Pacific Community Venture, social enterprise/CDFI), California; RRD (Rosacea Research and Development Institute), Hawaii;

### Budget Control/Report

Brookline Interactive Group, Brookline Chinese School, William James College, Tracy Chen Marketing

## EDUCATION

### M.A., Digital Media: New Media, Documentary, Integrated Marketing Communication

Emerson College, Boston, MA

### B.A., Literature

Tamkang University, Taipei, Taiwan

### Graduate Certificate: Marketing Management and Digital Strategy

Harvard University, Cambridge, MA

### Certificate: Data Analytics

General Assembly, New York, NY

## EXPERIENCES

### Operations Manager / Productions Coordinator / Producer / Instructor

2002–2009

Brookline Interactive Group

Brookline, MA

- **Maximized community engagement** by managing staff, operations, and programs of Training, Membership, Internship, and Volunteers;
- **Doubled member usage and production efficiency** by researching/designing/purchasing new equipment/systems within a controlled budget
- **Amplified audience engagement** by producing/coordinating 500+ studio and field programs, partnering with the local community and municipal departments
- **Increased revenues** of Training and Membership programs by designing syllabi, promoting, teaching production courses/seminars
- **Mentored** members/students-interns on the best practices of video-marketing and video-business
- **Awarded Best Public Service Announcement Video 2008**, National Hometown Video Festival

### Manager, Media Services / Content Producer

2010–2012

William James College

Newton, MA

- **Magnified digital visibility** across all channels by creating, managing assets/library, repurposing media for academic, marketing, enrollment, and development purposes

- **Achieved consistent internal communication** with institution branding by **implementing a digital signage system** for visual communication across campuses (Tightrope Carousel)
- **Researched cloud solutions** for media streaming; **designed, implemented** a new generation of classroom AV and **media technology** within budget (35 rooms with various functions and layouts)
- **Ensured technical success** of in-class presentations and meetings by **managing and training** a team of 15 specialists/assistants, provided media services, classroom support to faculty, staff, students

#### Project Lead / Marketing Technology Coordinator

2013–2018

M. I. T.

Cambridge, MA

- **Optimized repeat business, loyalty engagement, lifecycle value** across global constituent-population by assessing consumer behavior, content relevance, engagement patterns
- **Grew membership 130%, revenue 209%** by analyzing annual reports, campaign goals, loyalty programs metrics, and recommending SEO keywords, new business opportunities, cross/up-selling strategies
- **Increased email engagement 137%, conversion 133%, category revenue 141%** by managing thousands of email campaigns, landing pages, online forms
- **Fostered positive online engagement** by **advising** best practices, **leveraging** current marketing technology, **solving** users' crucial issues

#### Advisory Board Member / Head, Marketing, Fundraising, and Partnership

2018–Present

BROOKLINE CHINESE SCHOOL

Brookline, MA

- **Developing sustainable marketing and branding strategies**—"Chinese FUN," creating **brand assets**
- **Building community partnership & sponsorship programs** (Chinese Read/Write Contest) with the local organizations (Brookline Library, Brookline Community Foundation, Brookline Day, Brookline Booksmith, Roslindale Parade Foundation, Cambridge LDS Church, and more)
- **Executing and managing monthly marketing campaigns and special fundraising projects:** Brookline Foundation Grant, Brookline Day, Parents' Workshop, Roslindale Parade, Chinese New Year Celebration, Brookline Chinese Recitation Contest, Annual Open House, Annual Survey, Annual BBQ

#### Consultant / Manager, Marketing Communications and Digital Strategy

2018–Present

Self-employed (TRACY CHEN MARKETING)

Brookline, MA

- **Developing marketing/branding strategies, building partnerships** for sustainable business operations
- **Leading/writing marketing content** across channels to engage customers for social/business impacts
- **Project managing** US/Regional marketing campaigns for startup clients in the IoT, wearable tech, medical devices, energy industries, and education/non-profit sectors
- **Reviewing, planning, implementing digital and marketing tools:** CRM, project management, analytics, email, social media, digital platforms, while **Identifying and managing potential risks**
- **Increasing quality lead-gen, conversion, and brand visibility** by **executing** integrated multi-channel **social marketing strategies/tactics**
- **Ensuring timely and quality deliverables** by **overseeing** project progress, **managing/coaching** the team, collecting inputs, assigning tasks, and **delegating** resources

----- Forwarded message -----

From: **SUSAN CUNNINGHAM** <[scunning11@msn.com](mailto:scunning11@msn.com)>

Date: Sat, Dec 5, 2020 at 5:24 PM

Subject: Interested Candidate for Library Trustee Position (1 year)

To: [librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov) <[librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov)>

TO: Brookline Board of Library Trustees  
FROM: Susan Cunningham  
DATE: 5 December 2020  
RE: Interested Candidate for Library Trustee Position (1 year)

I am very honored to apply for the opening Library Trustee position in Brookline.

If appointed, I would have the opportunity and privilege of giving back to my Town.

Due to the Pandemic, I have the time and energy to devote to serving my community. The libraries of Brookline have been very important in my life. I have lived here for 30 years, am a proud card-carrying member and have spent many, many hours in the Main and Coolidge Corner branches. I can walk to each of these facilities from my tiny home in Washington Square.

Since I live in a 275 sq ft condo, the library serves as my quiet 'living room' and neighborhood gathering space. I've gone there for books, author readings, movies, Italian conversation, research, browsing, other events, etc. I look forward to the days when we can get back inside the buildings to see familiar faces (librarians). I believe that especially in these automated times, the library has an important role in all of our lives.

Thank you for your time and consideration

(As an aside, in my mother's obituary, we included that she was the # 1 patron at two libraries: She took out and read the most books in the Chelsea and Winchester libraries. Genetic??)

## Susan Cunningham, RDH, MS, MEd, MDiv

15 University Rd, #43  
 Brookline, MA 02445-4586 USA  
 617-947-6266  
[scunning11@msn.com](mailto:scunning11@msn.com)

### Professional Objective:

Administrative position in student/customer services at university/health care/museum/public setting

### Professional Profile:

Extensive experience at major urban universities, organizations and hospitals in service-centered leadership positions working with multi-cultural, professional students, faculty, staff and patients.

<b>Dr. Lawrence Phan, Prosthodontist</b> Brookline, MA	Dental Hygienist	2007– 2020 (Pandemic) 1994 – 1998
<b>IAMBooks</b> Boston, MA First Italian-American Bookstore in the USA	Bookseller	2017– 2020 (Pandemic) Store Closed
<b>Boston University Medical Campus/ Boston Medical Center:</b>		1988 – May 2006
<b>School of Medicine</b> Director, Office of Student Affairs		2003 – 2006
<b>Office of Parking and Transportation Services</b> Office Manager		1994 – 2003
<b>Office of Facilities Management</b> Office Manager - Facilities, Custodial and Construction Services		1993 – 1994
<b>Goldman School of Graduate Dentistry</b> Assistant Professor Director of new Division of Patient Services		1988 – 1993
<b>Brigham and Women's Hospital</b> Chaplain Intern Extended Clinical Pastoral Education (CPE) Program <b>Boston Medical Center</b> Volunteer Pastoral Chaplain		2001-2002
<b>Committee to End Elder Homelessness, Inc-</b> Permanent housing for formerly homeless elders Live- in Overnight Manager		1998 – 2002
<b>Master of Divinity</b> (Merit Scholarship) <b>Master of Education</b> (Tuition Remission) <b>Master of Science</b> (Merit Scholarship) <b>Bachelor of Science</b> , summa cum laude <b>Associate of Science</b>	Boston University, School of Theology Boston University, School of Education Columbia University, Dental Hygiene Northeastern University Forsyth School for Dental Hygienists	

**Skills** Fluent Italian, excellent managerial, leadership, diagnostic, clinical, and computer skills

**Volunteer** The Daily Stroll (Doggie Day Care), Boston Harbor Islands, Yankee Dental Convention, Condominium Board of Trustees

**EMILY J. DOLBEAR**110 Addington Road, Unit B, Brookline, MA 02445  
*emily.dolbear@gmail.com*

December 10, 2020

Brookline Select Board and Library Trustees  
Brookline Public Library  
361 Washington Street  
Brookline, MA 02445

Dear Brookline Select Board and Library Trustees,

Please consider this letter my official application to become a Library Trustee. I am a registered voter and Brookline resident. I am also the parent of a 2018 BHS graduate and a BHS senior. If appointed, I will run in May 2021 for the remainder of either vacancy to which I'm appointed. My resume is attached.

Professionally, I am a freelance editor and writer. Of particular relevance to this candidacy, much of my work has been nonfiction books specifically for school libraries and public libraries. In the last six months, I authored two books for young readers about Covid-19 as well as *Juneteenth* for a school and library publisher. In addition, I copyedit manuscripts for Beacon Press, mostly recently *With Her Fist Raised: Dorothy Pittman Hughes and the Transformative Power of Black Community Activism*.

As a parent, I have held several leadership positions in organizations that support public education in Brookline. In June 2020, I completed a three-year term as president of the Board of Directors of the Brookline Education Foundation (BEF). The BEF, celebrating its 40<sup>th</sup> anniversary this year, supports professional development through educator-driven grants. Each year, we raise money, evaluate grants impacting all grades, and honor outstanding Brookline educators with Caverly Awards. The BEF even hosts a townwide 5<sup>th</sup> Grade Spelling Bee, with a Brookline librarian as word pronouncer! This year, I am on the BHS PTO Executive Board.

I have found collaboration, inclusion of diverse voices, thoughtful questions and discussion, clear communications, attention to detail, and a sense of humor are essential for success in any group endeavor. My leadership experience in Brookline has given me a unique appreciation for including all stakeholders. My professional experience has been devoted to libraries. I would be honored to join the Brookline Library Trustees.

Respectfully,



Emily Dolbear

**EMILY J. DOLBEAR**

110 Addington Road, Unit B, Brookline, MA 02445

*emily.dolbear@gmail.com* 617/620-1171*www.linkedin.com/in/emily-j-dolbear*

*Experienced book editor. Published children's book author, most recently Juneteenth (1/2021). Have held leadership positions in several 501(c)(3) organizations that support public education in Brookline.*

**2004–present Freelance Editor and Author**  
 Clients have included Beacon Press, The World Almanac, The World Almanac for Kids, Children's Press, Scholastic, Gareth Stevens, Riverhead, Penguin, Weigl Publishers, and The Child's World. Work as contracted project editor on every stage from concept to bound book/digital product. Develop, line edit, copyedit, proofread, and fact-check mostly nonfiction manuscripts. Research and select interior images. Oversee design and page layout. Review pages until final. Also write books for school and library readers, K-12.

**1999–2004 Project Editor, Editorial Directions, Inc., Chicago, IL**  
 Project edited titles for Scholastic, The Child's World, and Compass Point Books.

**8/1997–3/1999 Editor, The Ecco Press (Ecco/HarperCollins), Hopewell, NJ**  
 Handled works of nonfiction, literary fiction, and poetry, including *Vita Nova* by Louise Glück. Worked closely with agents as well as sales, marketing, design/production, and publicity staff. Presented at national sales conferences.

**2/1993–7/1997 Associate Editor, Children's Press/Franklin Watts/Scholastic, Danbury, CT**

**8/1991–6/1992 WorldTeach High School English Language Teacher, Lic. Ogól., Jelenia Góra, Poland**

**Education Williams College, Williamstown, MA**  
 Bachelor's Degree in English. Sweet Briar College Junior Year in (Paris) France.

**Other Experience****Brookline Education Foundation**

*Advisory Board Member (2020-present), President, Board of Directors (2017–2020); Vice President, Communications (2015–2017)*

Worked, as president, with executive director, large Board, and town/school administrators to fund professional development through educator-driven grants. Led campaigns that raised two of the organization's largest-ever gifts. Awarded \$300,000 in grants and programs. Presenter/host at all events. Set agendas and strategic goals with Executive Committee. Led monthly Board meetings. Responsible for financial planning/budgeting, with Treasurer; two audits; Board development and orientation; and annual retreats (Unconscious Bias, 2019). Published first Annual Report. Instituted new staff performance and compensation review and first benefits. Selected a strategic planning committee.

**Brookline HS Parent Teacher Organization**

*2021 Class Representative, Executive Board (2020-present); 2018 Class Representative, Executive Board (2014-2018)*

**Runkle School Parent Teacher Organization**

*Copresident (2010-2013); Board Member/Runkle Book Swap coordinator (2008-2010)*



From: **Hung, Kristin J.,M.D.** <[KJHUNG@mgh.harvard.edu](mailto:KJHUNG@mgh.harvard.edu)>  
Date: Sun, Nov 29, 2020 at 1:01 AM  
Subject: Vacant Trustee positions  
To: [librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov) <[librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov)>  
Cc: Kristin Hung <[kjhung@post.harvard.edu](mailto:kjhung@post.harvard.edu)>

Dear Brookline Library Trustees,

I hope that this email finds each of you well. Pursuant to the public call for candidates to fill the Board vacancies, I am submitting my letter of interest and CV, attached here in PDF. Thank you for considering.

Sincerely,

Kristin Hung

The information in this e-mail is intended only for the person to whom it is addressed. If you believe this e-mail was sent to you in error and the e-mail contains patient information, please contact the Mass General Brigham Compliance HelpLine at <http://www.massgeneralbrigham.org/complianceline> . If the e-mail was sent to you in error but does not contain patient information, please contact the sender and properly dispose of the e-mail.

Kristin Hung  
10 Vernon St.  
Brookline, MA 02446

November 28, 2020

Trustee Search Committee  
Board of Library Trustees  
Brookline Public Library  
361 Washington St.  
Brookline, MA 02445

Dear Board of Library Trustees and Search Committee:

I am writing to express my interest in being considered for one of the two vacant positions on the Board of Library Trustees in the Town of Brookline. If appointed, I intend to run for the remainder of Ms. Goldman's or Ms. Mehta's terms.

Behind my interest in becoming a Library Trustee is a strong desire to serve my local community in a more committed and tangible way while relishing in my lifelong love of reading, writing, and words. Growing up, I lived inside books and at libraries. To me, libraries are beacons of cultural preservation and growth; a thriving public library system is the cornerstone of a diverse, inclusive, and just community.

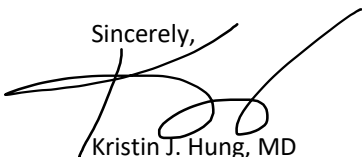
I believe that my background and interests would help deepen our Library's mission of enriching the lives of all community members through freely and easily accessible resources, ideas, and programs. I first moved to the Boston area as a college freshman at Harvard and studied History and Science. I later returned to live in Brookline during my OB/GYN training at Beth Israel Deaconess Medical Center. Now, I am a Brookline resident and homeowner, a Florida Ruffin Ridley mom and volunteer, and a Massachusetts General Hospital physician and Harvard Medical School faculty with an academic clinical practice in Female Pelvic Medicine and Reconstructive Surgery. Brookline is my family's forever home, and the libraries have become our anchor, our village. The programming, resources, and community leadership coming out of the Brookline Public Libraries has guided me, inspired me, and called me to do more.

At the local level, I have recently started a parent advisory council focused on issues of equity, diversity, and inclusion at the Florida Ruffin Ridley School, where my son Joshua is currently a first grader. I founded the group this past summer, and our team of volunteers has already stirred change by increasing accessibility to translations of vital school communications for non-English speakers and organizing parent volunteers to support teachers in Hybrid learning. Currently, we are starting an initiative called "Ruffin Ridley Readers" to provide PreK-8 students consistent exposure to books that represent the diversity of our community and world while having the space to dive deeper into themes of social and racial justice, inclusion, and equity. We hope to eventually partner with the Brookline Libraries and other schools.

At the national level, I serve on a 12-member task force that was selected to guide the American Urogynecologic Society, a professional organization of nearly 2,000 members, through systemic change by identifying and addressing social and racial inequity in our membership, governance, and activities. I hope to offer my background in health care and women's health as an additional perspective, drawing on the lessons I've learned from medical education and administration. I would be honored for the opportunity to give back to the Brookline Libraries that have given me and my family so much.

Attached to follow this letter please find my abbreviated *curriculum vitae*. Thank you for your time and consideration. I wish all of you the best in your service to our community.

Sincerely,



Kristin J. Hung, MD

Enclosures: abbreviated *curriculum vitae* (2 pages)



Date Prepared: November 27, 2020  
Name: Kristin Joyce Hung  
Office Address: 55 Fruit St., Founder 4, Boston, MA 02114  
Home Address: 10 Vernon Street, Brookline, MA 02446  
Home Phone: 617-285-1660  
Work Phone: 857-238-8496  
Work Email: kjhung@mgh.harvard.edu  
Work FAX: 617-726-4267  
Place of Birth: Texas

**Education:**

2004	A.B. <i>magna cum laude</i>	History and Science	Harvard College
2010	M.D.	Medicine	University of Michigan Medical School

**Postdoctoral Training:**

06/10- 06/14	Resident	Obstetrics and Gynecology	Beth Israel Deaconess Medical Center
07/15-06/18	Fellow	Female Pelvic Medicine and Reconstructive Surgery	Massachusetts General Hospital

**Faculty Academic Appointments:**

06/10-06/15	Clinical Fellow	Obstetrics, Gynecology, and Reproductive Biology	Beth Israel Deaconess Medical Center
07/15-	Instructor	Obstetrics, Gynecology, and Reproductive Biology	Harvard Medical School

**Appointments at Hospitals/Affiliated Institutions:**

10/14-06/15	OB/GYN Staff Physician	Obstetrics and Gynecology	South Cove Community Health Center
08/18-	Physician	Obstetrics and Gynecology, Division of Female Pelvic Medicine and Reconstructive Surgery	Massachusetts General Hospital



**Current Licensure and Certification:**

2016	Diplomate, American Board of Obstetrics and Gynecology, General Obstetrics and Gynecology
2017	Value-Based Health Care Delivery Intensive Seminar, co-sponsored by Harvard Business School's Institute for Strategy and Competitiveness and Partners HealthCare's Center of Expertise in Health Policy and Management
2017	Certificate in Health Policy, sponsored by Partners HealthCare's Center of Expertise in Health Policy and Management
09/16-06/17	Certificate in Applied Biostatistics, sponsored by Harvard Catalyst
10/17-02/18	Lawrence Center Clinical Process Improvement Leadership Program

**Service to the Community:**

1. Harvard College Applications Interviewer: Serving as alumni interviewer for Harvard College applicants, from 2006 until present.
2. Vincent Memorial Hospital/MGH OB/GYN Department's Diversity, Equity and Inclusion Committee: On Hiring subcommittee, helping to develop best practices for hiring and professional development.
3. Vincent Memorial Hospital/MGH OB/GYN Department's Patient Experience Committee: Helping to address and improve patient experience through systematic review and implementation of practice changes.
4. American Urogynecologic Society's Presidential Task Force on Equity, Diversity, and Inclusion: 12-member task force for national professional society. <https://www.augs.org/member-central/diversity-and-inclusion-resources/>
5. Florida Ruffin Ridley School's Equity PAC: Formed and currently leading a volunteer group of FRR families working to promote justice and inclusion in celebration of the diversity in our school community.

359 Kent Street

Brookline, MA 02446

(617) 734-5015

[brooklinefamily@gmail.com](mailto:brooklinefamily@gmail.com)

December 4, 2020

Dear Members of the Trustee Search Committee,

Please accept this as a respectful request to be considered as a candidate to fill one of the two vacancies on the Board of Library Trustees for the Town of Brookline. My family and I have lived on Kent Street since 2000; our three boys went to the Lawrence School and Brookline High School.

As a first-generation immigrant child, learning to read opened up the world, and librarians steered me towards books and magazines that helped me to understand this new culture. In college, reference librarians taught me to use web-based databases and their research pearls carried me through college on into medical school. More recently, I obtained a Master's degree in bioethics; preparing these papers required a different skill set, so back to the library I went.

Libraries played a different part when our children were little. We attended story hours, used museum passes, and borrowed games. We came to movies and celebrated when their names finally came up to show off their collections in the display cases. As the children moved into high school, the library became a hang out place for them; for me, it became an opportunity to participate in civic activities and to meet new people with book clubs.

I am a library fan girl, and it would give me great pleasure to have an opportunity to give back to this amazing community. I pride myself on my organizational skills and strong work ethic. I have attached my professional curriculum vitae. I apologize that it does not include my personal volunteer activities which include my twelve year experience as the administrator of Hammer Futbol Club (<http://www.hammerfutbol.com/>), my current position on the Board of Directors of Chapel Hill-Chauncy Hall School (<https://www.chch.org/>), and my years of service in the Brookline school system (room

parent for ten years, soccer team manager at Brookline High School for four years, and service on the Brookline Soccer Club board of directors.)

When I saw the posted information about the opportunity to be considered for this important position, and was privileged to speak with Ms. Chanyasulkit to hear more about it, I wanted to give myself a few days to ensure that my schedule would permit not only attendance at meetings, but also sufficient time outside of meetings to attend to whatever tasks or initiatives would be required as part of board membership.

The pandemic of 2020 has changed our society, and the libraries of 2021 and beyond will need to change in response. Working with others to identify ways to be more responsive to the emerging needs of our Brookline community would be an honor.

Sincerely,

K. Babu Krishnamurthy, MD, MBE

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**CURRICULUM VITAE**

Date prepared: 6/3/2020

**Name:** Kaarkuzhali Babu Krishnamurthy, M.D., M.B.E.**Office Address:** 736 Cambridge Street, CCP8  
Brighton, MA 02132**Office Phone:** (617) 789-3302**E-mail:** [kaarkuzhali.krishnamurthy@steward.org](mailto:kaarkuzhali.krishnamurthy@steward.org)**Fax:** (617) 789-5177**Place of Birth:** Madras, India**Citizenship:** U.S.A.**Education:**

9/1/1991-6/30/1985 B.S.E.E. The Johns Hopkins University, Baltimore, MD

9/1/1985-6/30/1990 M.D. University of Maryland School of Medicine, Baltimore, MD

8/1/2015-6/30/2016 M.B.E. Harvard Medical School, Boston, MA

**Postdoctoral Training:**

Internship and Residency:

7/1/1990-6/30/1991 Intern, Yale-New Haven Primary Care Program, New Haven, CT

7/1/1991-6/30/1993 Resident, Harvard-Longwood Area Neurology Program, Boston, MA

7/1/1993-6/30/1994 Chief Resident in Neurology, Harvard-Longwood Area Neurology  
Program, Boston, MA

Fellowship:

7/1/1994-6/30/1996 Clinical Neurophysiology, Beth Israel Hospital, Boston, MA

**Licensure and Certification:**

1991	National Board of Medical Examiners
1993	Commonwealth of Massachusetts Registration

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1997                      Certified, American Board of Psychiatry and Neurology, Inc.  
 2007, 2017            Recertified, American Board of Psychiatry and Neurology, Inc.

**Academic Appointments:**

Harvard Medical School, Boston, MA

7/1/1991-6/30/1995	Clinical Fellow in Neurology
7/1/1996-6/30/1999	Instructor in Neurology
7/1/2000-present	Assistant Professor of Neurology

**Hospital or Affiliated Institution Appointments:**

1999-2008	Member, Committee on Clinical Investigations, New Procedures and New Forms of Therapy (CCI) Institutional Review Board for Human Studies, Beth Israel Deaconess Medical Center.
2000-present	Member, Pharmacy and Therapeutics Committee
2000-2001	Member, Joint Committee on the Status of Women, Harvard Medical School
2001-2005	Member, Committee on Faculty Development, Beth Israel Deaconess Medical Center
2001-2009	Associate Program Director, General Clinical Research Center
2002-2008	Vice-Chair, Committee on Clinical Investigations, New Procedures and New Forms of Therapy (CCI) Institutional Review Board for Human Studies, Beth Israel Deaconess Medical Center.
2005-2012	Chair, Center for Faculty Development, Subcommittee for Women, Beth Israel Deaconess Medical Center
2005-present	Neurology Department Ethics Liaison
2008-2013	Director, Human Subjects Protection Office
2009-2011	Director, Ethics Consultation Service, Harvard-Catalyst
2011-2013	Member, Ethics Consultation Service, Harvard-Catalyst
2010-2014	Member, Ethics Advisory Committee, Beth Israel Deaconess Medical Center
2015-2017	Chair, Ethics Advisory Committee, Beth Israel Deaconess Medical Center
2017-present	System Director, Epilepsy and EEG, Ethics Associate, Steward Medical Group

**Professional Societies:**

1993-present	American Academy of Neurology
1993-present	Massachusetts Medical Society
1995-present	American Epilepsy Society



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1995-present	American EEG Society
1998-present	American Academy of Clinical Neurophysiology
2015-present	American Society of Bioethics and Humanities

**Community Service Related to Professional Work:**

## Epilepsy Foundation of Massachusetts and Rhode Island

1997-2016	Women and Epilepsy Initiative
1998-2016	Member, Steering Committee
1998-2016	Chair, Conference Committee
1998-2016	Chair, Information/Education Committee
1998-2016	Chair, Professional Advisory Board

## Epilepsy Foundation of America

1998-2016	Member, Speaker's Bureau, Women and Epilepsy Initiative
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## North-South Foundation

2004	Judge, National Brain Bee Finals
2005-2007	Judge, Regional Brain Bee Finals

## Endeavor Foundation for Excellence

2004	Judge, Maryland Regional Brain Bee
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## Understanding Disabilities Program, Brookline Public Schools, Brookline, MA

2004-2013	Coordinator, Lawrence School
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**Awards and Honors:**

1981-1985	Maryland Distinguished Scholar
1983-1985	Academic Honors, The Johns Hopkins University, Baltimore, MD
1990	William Alexander Hammond Award for Excellence in Neurology
1999	Beth Israel Deaconess Medical Center Team Award for Excellence in Patient-Centered Care for the Women's Health in Epilepsy Program

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**Research, Teaching and Clinical Contributions****A. Narrative report of Research, Teaching, and Clinical Contributions:**

My first major contribution to Beth Israel Deaconess Medical Center and Harvard Medical School was to establish and develop the Women's Health in Epilepsy program. This is a multidisciplinary, comprehensive project, bringing together specialists in epilepsy, neuroendocrinology, obstetrics, gynecology, general medicine, bone metabolism, and ethics, to provide coordinated care for women with epilepsy and to improve knowledge about the interactions between epilepsy and systemic health in women. It is the first program of its kind in the country, and has been very successful over the years.

By pulling together this multispecialty team, we have been able to devise novel treatments and programs for research and education, not otherwise possible in a less cohesive setting. I have presented data to show that menstrually-related seizures in some women may be due to fluctuations in anticonvulsant metabolism over the monthly menstrual cycle. Additionally, I have shown that making adjustments in the daily dose of anticonvulsant medication based upon the place within the menstrual cycle can lead to successful treatment of catamenial epilepsy.

One portion of our program is aimed at comprehensive management of pregnancy in women with epilepsy. All patients enrolled in the pregnancy program see us in a monthly alternating fashion, one visit with me followed by one visit with a nurse specialist, for the duration of the pregnancy and for two to three months of the postpartum period. They also see one of our obstetricians, and their care is maximized through the use of personalized checklists for pregnancy and labor and delivery issues. We have had over 200 completed pregnancies, and at any given time, typically have ten to fifteen pregnancies in progress. We are receiving regular referrals not only from our hospital's large OB practice, but also from neurologists and obstetricians not affiliated with BIDMC.

An educational development from this practice has been that for several years, the Department of Medicine has sent residents to observe in our clinic to see how we incorporate recommendations for general health in our regular counselling for women with epilepsy. We not only prescribe folic acid for all of our women of childbearing potential, but we also discuss the need for calcium and vitamin D supplementation, the need for regular, weight-bearing exercise, and we incorporate a screen for depression and other mental health concerns.

More recently, the Department of Obstetrics and Gynecology residency coordinators have asked if we can develop a rotation for their residents to participate in our pregnancy program. We will be setting this up this year.

As an outgrowth of this healthy practice, many patients of whom prefer not to take additional pharmacotherapy to manage comorbidities, we have developed a research interest at looking at alternative and complementary practices to improve seizure control. As a first pass, we performed an unfunded pilot project to look at the use of yoga in women with epilepsy. This pilot data has formed the basis of a burgeoning collaboration with Dr. Christine Streeter at Boston University Medical Center and Dr. Jeffrey Dusek to broaden our subject pool and to look at neuromodulatory markers via MR-spectroscopy

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with a yoga intervention.

We have been able to show that patients with epilepsy managed during pregnancy per the consensus guidelines of the American Academy of Neurology while taking older anticonvulsants were more likely to seize than those women monitored more rigorously during pregnancy, as per our own guidelines; this data was presented at the American Epilepsy Society annual meeting, and has since been quoted in a number of sources.

In addition to my primary responsibilities in caring for the patients who participate in trials of new anticonvulsants, I have streamlined my research staff to allow the trials to run in a financially-sound and ethically responsible manner. Over the upcoming year, I will be working towards including research fellows into the program, mentoring them in the basics of human subject experimentation and in clinical trial management.

To be able to have discussions like this at the bedside is important as much of the best and most effective medical teaching is done by example. I encourage our residents and medical students to attend my outpatient sessions with me to see just how important comprehensive, thoughtful, and individualized patient care is. Our efforts in this area were recognized when our Women's Health in Epilepsy program won a Team Award for Excellence in Patient-Centered Care from Beth Israel Deaconess Medical Center.

I am a member of the national Epilepsy Foundation, and participate actively in the local affiliate, as a member of the Professional Advisory Board, and as Chair of both the Conference Committee and the Information/Education Committee for the Women and Epilepsy Initiative. As of next year, I will be the chair of the Professional Advisory Board.

In addition to my primary area of interest as above, I have also contributed to the clinical epilepsy literature by reporting on factors related to barbiturate anesthetic treatment for refractory status epilepticus. I also participate in ongoing research looking at changes in autonomic function related to seizure activity.

My work through the Office for Faculty Development has also allowed me to take on a new leadership role as the chair of the Subcommittee for Women. Working with Dr. Rosemary Duda and other members of the Subcommittee, we are in the midst of a study looking at measures of success as determined by the BIDMC faculty. I also organize CME activities sponsored by the Subcommittee and co-direct the faculty mentorship program at Beth Israel Deaconess Medical Center. I am taking a lead role as co-director of this project, organized through the Office for Faculty Development, which is designed to provide a one year formal mentorship opportunity for faculty at any level of career development. Didactic sessions will be offered as well guidelines for the frequency of meetings. To establish the effectiveness of this program, surveys will be collected from each mentor-mentee pair, as no long term studies looking at outcomes from mentorship programs have been published to date.

Another of my important contributions towards resident education has been the design and implementation of a clinical epilepsy curriculum for neurology and general medicine residents, and third and fourth year Harvard Medical School students. This is presented in a weekly lecture format. In addition to presenting several of the topics, I have recruited speakers from many of the Harvard affiliated teaching hospitals. This teaching series continues to be heavily attended and serves as the principal source for didactic

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teaching within the Comprehensive Epilepsy Program. During months that I attend on the epilepsy service, I supervise and teach first, second, and third-year neurology residents, as well as first-year medicine and psychiatry residents. As part of coverage of the emergency unit as a general neurologist, I interact with primarily second-year neurology residents, as well as emergency unit and general medicine residents.

In 2008, working with Lachlan Forrow, Director of the Ethics Support Team at BIDMC, and with Felicia Chu, one of our neurology chief residents, we have coordinated an ethics seminar series for neurology housestaff. Each seminar is presented as a case discussion with a neurology resident preparing a case from his or her own experience, and a member of the Ethics Support Team serving as facilitator. With IRB approval, we have developed a pre and post-program written assessment of competency, and each resident's responses, gathered anonymously, will be compared pre and post participation.

As of November of 2008, I stepped down from my role as Vice-Chair of the IRB in order to take on a new role as Director of the Human Subjects Protection Office. In that role, I reorganized the office to be responsible for regulatory education for members of the BIDMC research community, and for providing oversight of safety measures designed to help patients who participate in clinical research.

Over the course of my five years in that role, from 2008 to 2013, I developed four major teaching programs that continue to be available to all students and faculty at Beth Israel Deaconess Medical Center, and, through the Harvard-Catalyst program, three of these which are CME-accredited, are also available across the CTSA program to participants:

1. Research Orientation for Clinical Researchers: offered quarterly to members of the BIDMC research community,
2. Consenting Adults: This is a workshop designed to offer skills in improved writing of consult forms and in achieving the stated purpose of full informed consent from patients and study participants alike; this program offers three hours of CME category II risk management credits and is available quarterly.
3. Clinical Research Team Rounds: This is a monthly seminar series, also approved for CME/risk management credits, that is offered to all researchers at BIDMC and through Harvard-Catalyst. In this venue, I develop, produce, and sometimes provide direct instructions on topics of interest to the general research community including optimal methods of clinical trial design, subject recruitment and retention, compliance with federal and institutional research policies, and funding.
4. Responsible Conduct of Research Education: This is a monthly interactive case-based discussion series with CME credit and open to all members of the BIDMC research community including trainees and mentors, and open to a larger audience through Catalyst. This innovative program provides an institutional response to the new NIH requirement for trainees on several funding types to receive a minimum of eight hours of live, interactive, case-based discussions on a variety of topics such as mentor/mentee relationships, plagiarism and authorship disputes, and safe laboratory practices.

In trying to help junior investigators, we recognized that an active educational process was

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needed to assess for adherence to institutional policies on human subjects research. I thus developed a program called the “study-in-progress assessment” which provides for a real-time evaluation of a clinical research study, comparing the written protocol submitted to the IRB and to a funding agency with what is actually being done in a research unit. This information is reviewed with the investigator, and more specific guidance is provided when necessary.

Part of my responsibilities as director of the HSPO includes oversight of and maintenance of AAHRPP accreditation of its human subject protection program; we achieved full initial AAHRPP accreditation in June of 2009, then full reaccreditation in 2013, good for an additional five years.

Finally, I have been developing my expertise and experience in the realm of Ethics and Neurology. I serve as the neurology liaison for the BIDMC ethics support service, and have service for four years on the Ethics Advisory Committee. I have been asked to write about ethical issues in neurology in a number of national venues, and have been invited to participate in workshops and other teaching programs as part of the international organization Public Responsibility in Ethics and Research. I was elected co-chair of the Ethics Advisory Committee in 2015, and have been working closely with Dr. Kenneth Sands, Senior Vice-President for Health Care Quality at BIDMC to develop a sustainable model for ethics consultation and policy development across the institution.

## B. Funding Information

### 1. Research

#### Current

2015-present: Cyberonics – Sub-investigator  
T-wave alternans project in patients with newly diagnosed or new-onset epilepsy.

2015-present: Unfunded – Sub-investigator  
What effects do legal, cultural, societal, financial and resource pressures have on the timing of decisions to withhold or withdraw life-sustaining treatment in adult intensive care units?

2003-present: Unfunded – Principal investigator  
Is yoga safe for patients with epilepsy?

#### Past

2008-2010: Principal investigator  
Self-assessment of the utility of a novel ethics curriculum for neurology residents

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2006-2008: Principal investigator

Defining success: an anonymous survey of the BIDMC faculty

2005-2008: GlaxoSmithKline – Principal investigator

A multicenter, double-blind, randomized, parallel-group evaluation of lamictal extended-release adjunctive therapy in subjects with partial seizures.

2004-2009: Medtronic Neurological – Principal investigator

Stimulation of the Anterior Nucleus of the Thalamus for Epilepsy (SANTE)

2001-2007: NIH – Principal investigator at BIDMC (Collaboration with Columbia University researchers)

Multicenter Study of Idiopathic Generalized Epilepsy.

2002-2006: IVAX Laboratories -Principal investigator

Efficacy and safety of Talampanel as adjunctive therapy in patients with partial seizures: A Phase II clinical trial.

2004-2005: Medtronic Neurological – Principal investigator

Medtronic clinical investigation of epileptic seizure initiated stimulation utilizing local detection and local stimulation: ISIS-LL Study.

2004-2005: Medtronic Neurological – Principal investigator

Medtronic clinical investigation to evaluate baseline algorithm monitoring in the real-time detection of epileptic seizures: BAM Study.

2001-2005: Schwarz Biosciences – Principal investigator

An open label extension trial to determine tolerability and efficacy of long term oral SPM 927 as adjunctive therapy in patients with partial seizures.

2001-2002: Schwarz Biosciences – Principal investigator

An open-label, dose titration study to determine tolerability and efficacy of oral SPM 927 (Harkoseride) as adjunctive therapy in refractory epilepsy patients with partial seizures with or without secondary generalization.

2001-2002: Abbott Laboratories – Principal investigator

Comparison of the bioavailability of a Depakote Extended-Release formulation relative to the Depakote Delayed-Release tablet formulation in adult patients with epilepsy on the Depakote Delayed-Release tablet formulation and an enzyme-inducing antiepileptic drug.

2001-2002: UCB Pharma – Principal investigator

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A double-blind, multicenter, randomized, placebo-controlled study to evaluate the efficacy and safety of adjunctive treatment with 3000 mg/day in adult subjects suffering from idiopathic generalized epilepsy with primary generalized tonic-clonic seizures.

2000-2001: Wyeth-Ayerst - Principal investigator  
A Randomized, Double-Blind, Parallel-Group, Exploratory Safety and Tolerability Study of 3 Titration Rates of Retigabine Administered as Add-On Therapy in Patients with Refractory Partial Epilepsy.

2000-2001: GlaxoWellcome - Principal investigator  
A Genetic Case-Control Study of Serious Rash Events with Lamictal.

1999-2002: Abbott - Principal investigator  
Weekly Adjustment of Antiepileptic Drugs to Treat Catamenial Epilepsy.

2000-2001: Pfizer - Principal investigator  
A randomized, Double-Blind, Placebo-Controlled, Parallel-Group, Multicenter Study [of Pregabalin] in Patients with Partial Seizures.

1997-6/00: Parke-Davis - Sub-investigator  
7/00-2001: Principal investigator  
Pregabalin Open-Label, Follow-On Safety Trial in Patients with Refractory Partial Epilepsy.

1997-6/00: Novartis Pharmaceuticals - Sub-investigator  
7/00-2002: Principal investigator  
Safety and Efficacy of High Versus Low Dose Rufinamide Monotherapy in Patients with Inadequately Controlled Partial Seizures.

1997-6/00: Novartis Pharmaceuticals - Sub-investigator  
7/00-2002: Principal investigator  
A Multicenter, Double-Blind, Placebo-Controlled, Randomized, Parallel-Group Trial of Rufinamide as Adjunctive Therapy in Patients with Inadequately Controlled Primary Generalized Tonic-Clonic seizures.

1997-6/00: Novartis Pharmaceuticals - Sub-investigator  
7/00-2002: Principal investigator  
Safety and Efficacy of High Versus Low Dose Rufinamide Monotherapy in Patients with Inadequately Controlled Partial Seizures.

1997-6/00: Novartis Pharmaceuticals - Sub-investigator  
7/00-2002: Principal investigator  
A Multicenter, Double-Blind, Placebo-Controlled, Randomized, Parallel-

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Group Trial of Rufinamide as Adjunctive Therapy in Patients with Inadequately Controlled Primary Generalized Tonic-Clonic seizures.

1997-6/00: Parke-Davis - Sub-investigator

7/00-2001: Principal investigator

Pregabalin Open-Label Add-On Trial: An Open-Label, Multicenter Follow-On Study to Determine the Long term Safety and Efficacy in Patients with Refractory Complex Partial or Secondarily Generalized Seizures.

1997-6/00: Parke-Davis - Sub-investigator

7/00-2001: Principal investigator

Pregabalin Open-Label, Follow-On Safety Trial in Patients with Refractory Partial Epilepsy.

1997-6/00: Parke-Davis - Sub-investigator

7/00-2001: Principal investigator

Pregabalin Open-Label Add-On Trial: An Open-Label, Multicenter Follow-On Study to Determine the Long term Safety and Efficacy in Patients with Refractory Complex Partial or Secondarily Generalized Seizures.

1999-2000: GlaxoWellcome - Principal investigator

An Open-Label, Multi-center, Cross-Sectional Observational Study Comparing the Prevalence of Metabolic and Menstrual Disturbances in Women with Epilepsy on Lamotrigine or Valproate Monotherapy.

1994-2000: CIBA-Geigy - Sub-investigator

Open-label, multicenter, extension trial of oxcarbazepine in patients with partial seizures who completed the core presurgical protocol 04.

1994-2000: Marion Merrell Dow - Sub-investigator

Clinical experience and Use of Sabril in patients with partial epilepsy.

1995-2000: Marion Merrell Dow - Sub-investigator

An Open-Label, Follow-Up, Long-Term Maintenance Study of Vigabatrin (Sabril) as Monotherapy in Patients with Complex Partial Seizures.

1996-1998: Cyberonics, Inc. - Sub-investigator

Open-Label Treatment of Refractory Seizures using Vagus Nerve Stimulation.

1996-1998: Parke-Davis - Sub-investigator

Gabapentin monotherapy trial in newly diagnosed patients with partial epilepsy.



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1997-2000: NIH - Sub-investigator  
Losigamone as Monotherapy in the Treatment of complex Partial Seizures.

1997-1999: Novartis Pharmaceuticals - Sub-investigator  
A Multicenter, Double-Blind, Placebo-Controlled, Randomized, Stratified, Parallel-Group Trial of Rufinamide as Adjunctive Therapy in Children and Adults with Inadequately Controlled Partial Seizures.

1997-2000: Parke-Davis - Sub-investigator  
Pregabalin Add-On Trial: A Double-Blind, Placebo-Controlled, Multicenter Study in Patients with Refractory Complex Partial Seizures with or without Secondary Generalization.

1997-2000: Parke-Davis - Sub-investigator  
Pregabalin In-Patient Monotherapy Trial: A Double-Blind, Positive-Controlled, Multicenter Study in Patients with Refractory Partial Epilepsy.

1998-1999: Novartis Pharmaceuticals - Sub-investigator  
Multicenter, Double-Blind, Randomized, Placebo-Controlled, 2-Arm Parallel-Group Trial of GP 47779 (Monohydroxy Derivative of Oxcarbazepine), Administered Intravenously to Inpatients with Epilepsy Who are Undergoing Evaluation for Epilepsy Surgery.

1998-2000: Novartis Pharmaceuticals - Sub-investigator  
Open-label, Multicenter Extension Trial of Oxcarbazepine in Patients with Refractory Partial Seizures who Completed Protocol 4777901103.

1998-2000: GlaxoWellcome - Sub-investigator  
An Open-Label Pilot Comparison of Lamotrigine Versus Divalproex Sodium for the Treatment of Patients with Juvenile Myoclonic Epilepsy.

1998-2000: Astra Merck - Sub-investigator  
An Inpatient, Randomized, Double-Blind, Placebo-Controlled, Parallel Group Study of Remacemide Hydrochloride as Monotherapy in Subjects with Partial-Onset Seizures.

1998-2000: Astra Merck - Sub-investigator  
Remacemide Long-Term Open-Label Extension.

2003-2009: IVAX Laboratories – Principal investigator  
Talampanel open-label adjunctive therapy: A follow-on study to determine long-term safety and efficacy in patients with partial seizures

## 2. Education

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1998-present: Glaxo Wellcome  
Women's Health and Epilepsy Monthly Educational Conferences

2005:  
Crown-Life Seminar Series

2008:  
Ethics curriculum for neurology residents

2008-2011  
Clinical research team rounds, BIDMC, CME program

2008-2011  
New research team orientation, BIDMC, CME program

#### C. Report of current research activities

My primary activity in research to date has been as principal investigator on a variety of industry and NIH-funded efficacy and safety studies of novel anticonvulsant agents. Another of my major research interests, however, is with the effect of epilepsy and anticonvulsant agents on systemic health in women with epilepsy. In collaboration with Dr. Andrew Herzog, Director of the Neuroendocrine Unit at Beth Israel Deaconess Medical Center and Associate Professor of Neurology, Harvard Medical School, and members from the Departments of Medicine and Obstetrics-Gynecology at Beth Israel Deaconess Medical Center, we are setting up a number of protocols to identify the frequency of menstrual dysfunction in women with epilepsy compared to a control population of women without epilepsy; this project will be funded through external pharmaceutical support.

#### D. Report of Teaching (since 1996/97 academic year)

##### 1. Harvard Medical School

##### a. Introduction to Clinical Medicine

Dates: 1996 - September; 1997 - April, September; 1998 - April, September; 1999 - May; 2000 – September, 2002 – September, 2004 – September, 2005 – September.

Preceptor for examination of the neurology patient. 10 medical students/year. Have consistently received "excellent" ratings.

##### b. Core Clerkship in Neurology (NN500M.1, Director - F.W. Drislane)

Dates: 1996 - July; 1997 - April, July, August; 1998 - April, August, October; 1999 - January, August; 2000 - February, March, June, July, September, October; 2001 – April, June, August; 2005 – July, September; 2014 – April, August, September, October.

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Supervision of 2-6 third year medical students/month during general neurology ward and consult services, and epilepsy ward service.

c. Advanced Study in Neurology (NN501M.1, Director - M. Ronthal)

Dates: 1997 - June, July; 1998 - July, August, December; 1999 - August; 2000 - February, June, July, September, October; 2001 - March, May, July.

Supervision of 1-2 fourth year medical students/month on general neurology emergency room and consult services.

2. Graduate Medical Education

a. Neurology Residency

i. Epilepsy Ward Service

Dates: 1996 - July; 1997 - April, August; 1998 - August, October; 1999 - January, August; 2000 - February, March, August, October; 2001 - April, June, August; 2002 - August; 2004 - September; 2005 - September; 2014-April, October.  
Supervision of 2-4 neurology residents/month.

ii. Neurology Emergency Unit Service

Dates: 1997 - June, July; 1998 - July, August, December; 2000 - February, June, July, September, October; 2001 - May, July; 2002 - December; 2004 - November; 2005 - November.  
Supervision of one PGY-3 neurology resident/month.

iii. Neurology Consult Service

Dates: 1997 - July; 1999 - August; 2000 - July, September, October; 2001 - March, July; 2002 - December; 2004 - July; 2005 - July; 2014-August, September.  
Supervision of one to two PGY-3 neurology residents/month.

iv. Neurology Ward Service

Dates: 2002 - August.  
Supervision of one PGY-4 neurology resident/month, two PGY-2 neurology residents/month.

b. Internal Medicine Residency

i. Epilepsy Ward Service

Dates: 1996 - July; 1997 - April, August; 1998 - August, October; 1999 - January, August; 2000 - February, March, August, October. 2005 - September.  
Supervision of 1-2 medical interns/month.

ii. Neurology Consult Service

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Dates: 1997 - July; 1999 - August; 2000 - July, September, October; 2004 – July; 2014-August, September.  
Supervision of one PGY-2 medicine resident/month.

- iii. Neurology Ward Service  
Dates: 2002 – August.  
Supervision of two PGY-1 medicine residents/month.

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### 3. Continuing Medical Education

1997-present: Monthly lecture series for members of Women's Health in Epilepsy program on topics of interest in the evaluation and treatment of women with epilepsy. Present 3-4 times/year, arrange for invited speakers for remaining lectures. Attendance consists of 3-5 HMS faculty physicians, 2-6 nurses, 1-4 social workers, 2-4 technologists.

3/3/04: "How to Become An Effective Mentor," Boston, Massachusetts. Sponsored by the Beth Israel Deaconess Center for Faculty Development and The Children's Hospital Office of Faculty Development. 40 attendees – faculty at Harvard Medical School.

11/15/04: "Why Should You Be A Mentor?" Boston, Massachusetts. Sponsored by the Beth Israel Deaconess Center for Faculty Development, the Children's Hospital Office of Faculty Development, and the Partners Office of Faculty Development. 40 attendees – faculty at Harvard Medical School.

10/24/2014: "Diversity in Research" Boston, Massachusetts. Sponsored by the Dana-Farber Cancer Institute. 30 attendees – faculty and staff at Harvard Medical School and DFCI.

### 4. Innovative educational program - Epilepsy Attending Rounds

Designed and implemented a curriculum for neurology residents, fellows, and faculty, as well as third and fourth year HMS students to learn about pathophysiology, evaluation, and treatment of patients with epilepsy. Includes outpatient and inpatient management. Presented in weekly lecture format. In addition to presenting 5-6 times/year, I arranged for invited speakers from the HMS affiliated teaching hospitals.

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**E. Report of Clinical Activities**

My clinical practice is based at Beth Israel Deaconess Medical Center. I see an average of six to eight new patients and ten to fifteen follow-up patients per week. Most of my patients are referred specifically to me because of my interest and focus on gender-based differences in the evaluation and treatment of patients with epilepsy. Many of these patients have refractory seizure disorders, further complicated by hormonal factors, including a desire to get pregnant, that can have implications with respect to the patient's health as well as to the health of her unborn child. With the multidisciplinary team, we have designed a number of novel methods to treat women with epilepsy, including measuring and adjusting weekly anticonvulsant levels to treat catamenial epilepsy. This multispecialty Women's Health in Epilepsy program that I have developed has received local recognition through a Beth Israel Deaconess Medical Center Team Award for Excellence in Patient-Centered Care. We have a database of over 250 successful pregnancies to women with epilepsy.

In addition to the Women's Health in Epilepsy program, for several years I have been running a First Seizure clinic, seeing between four and six new patients per month.

**III. Bibliography****Original Articles**

1. **Krishnamurthy KB**, Liu GT, Logigian EL. Acute Lyme neuropathy presenting with polyradicular pain, abdominal protrusion, and cranial neuropathy. *Muscle and Nerve* 1993;16:1261-1264.
2. **Krishnamurthy KB**, Drislane FW. Relapse and survival after barbiturate anesthetic treatment of refractory status epilepticus. *Epilepsia*, 1996; 37(6): 863-867.
3. Ives JR, Mainwaring NR, **Krishnamurthy KB**, Blum AS, Drislane FW, Schachter SC, Schomer DL. Technical implementation and clinical findings/results of monitoring oxygen saturation in patients referred for long term EEG monitoring. *Electroencephalography and Clinical Neurophysiology*, 1996; 99: 432-439.
4. **Krishnamurthy KB**, Drislane FW. Depth of electroencephalogram suppression and outcome in pentobarbital coma for refractory status epilepticus. *Epilepsia*, 1999; 40(6): 759-762.
5. Al-Aweel IC, **Krishnamurthy KB**, Hausdorff JM, Mietus JE, Ives JR, Blum AS, Schomer DL, Goldberger AL. Postictal heart rate oscillations in partial epilepsy.

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Neurology, 1999; 53(7): 1590-1592.

6. Blum AS, Ives JR, Goldberger AL, Al-Aweel IC, **Krishnamurthy KB**, Drislane FW, Schomer DL. Oxygen desaturations triggered by partial seizures: implications for cardiopulmonary instability in epilepsy. *Epilepsia*, 2000; 41(5): 536-41.
7. Dilorio C, Shafer PO, Letz R, Henry TR, Schomer DL, Yeager K, Epstein CM, Pennell P, Helmers S, Clemons S, Drislane FW, Schachter SC, Krishnamurthy KB, Chang B, Sundstrom D, Geary K, Jordan K. Project EASE: A study to test a psychosocial model of epilepsy medication management. *Epilepsy and Behavior*, 2004; 5(6): 926-936.
8. Selvitelli MF, **Krishnamurthy KB**, Herzog AG, Schomer DL, Chang BS. Sleep spindle alterations in patients with malformations of cortical development. *Brain Development*, Feb, 2009.
9. Herzog AG, Blum AS, Farina EL, Maestri XE, Newman J, Garcia E, **Krishnamurthy KB**, Hoch DB, Replansky S, Fowler KM, Smithson SD, Dworetzky BA, Bromfield EB. Valproate and lamotrigine level variation with menstrual cycle phase and oral contraceptive use. *Neurology*, 2009. 72(10): 911-4.
10. Herzog AG, Smithson SD, Fowler KM, **Krishnamurthy KB**, Sundstrom D, Kalayjian LA, Heck CN, Oviedo S, Correl-Leyva G, Garcia E, Gleason KA, Dworetzky BA. Premenstrual dysphoric disorder in women with epilepsy: relationships to potential epileptic, antiepileptic drug, and reproductive endocrine factors. *Epilepsy and Behavior*, 2011; 21(4): 391-6.
11. Krishnan V, **Krishnamurthy KB**. Interictal 12-lead electrocardiography in patients with epilepsy. *Epilepsy and Behavior*, 2013; 29(1): 240-6.

### Reviews, Chapters, and Editorials

1. **Krishnamurthy KB**. Epilepsy and neurobehavioral disorders. *Epilepsy Quarterly*. Winter 1995; Vol. 3, Issue 2:8-12.
2. **Krishnamurthy KB**. Status epilepticus. *Current Therapy in Neurologic Disease*, sixth edition, 2001.
3. **Krishnamurthy KB**. Pregnancy and epilepsy: update on pregnancy registries. *Current Treatment Options in Neurology*. 2008; 10(4): 246-52.
3. **Krishnamurthy KB**. Managing epilepsy during pregnancy: assessing risk and optimizing care. *Current Treatment Options in Neurology*, August, 2012: 14(4):

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348-355.

4. **Krishnamurthy KB.** Research Ethics. Case Files: Ethics and Professionalism, McGraw-Hill, 2015.
5. **Krishnamurthy KB.** Ethical Perspectives: When religious beliefs prohibit a surgical patient's acceptance of blood transfusion. Continuum, April, 2015; 21(2 Neuro-oncology): 476-9.
6. **Krishnamurthy KB, Morris GL.** Folic Acid Supplementation. Controversies in Caring for Women with Epilepsy: Sorting Through the Evidence. Springer, 2016.
7. **Krishnamurthy KB.** In the Clinic: Epilepsy. Annals of Internal Medicine, February, 2016; 164(3): ITC17-32.

### Clinical Communications

1. **Krishnamurthy KB, Drislane FW.** Phenobarbital and benzodiazepine assisted withdrawal of prolonged pentobarbital treatment for refractory status epilepticus. Journal of Epilepsy, 1997; 10: 211-214.

### Abstracts

1. **Krishnamurthy KB, Blum A, Ives JR, Goldberger A, Schomer DL.** Asystole as a manifestation of temporal lobe epilepsy. J Clin Neurophysiol 1995; 12: 519-520. Presented at the American Electroencephalographic Society Annual Meeting, September 12, 1995, Washington, D.C.
2. Ives JR, Mainwaring NM, **Krishnamurthy KB, Blum AS, Schomer DL.** The contribution of continuous SaO<sub>2</sub> recording during long-term EEG monitoring. J Clin Neurophysiol 1995; 12. Presented at the American Electroencephalographic Society Annual Meeting, September 12, 1995, Washington, D.C.
3. Ives JR, Gruber LJ, McPeck SA, Martin DL, **Krishnamurthy KB, Blum AB, Drislane FW, Schachter SC, Schomer DL.** Remote carotid-endarterectomy monitoring (CEM) using 18-channel telemetry and computer analysis. J Clin Neurophysiol 1995; 12: 509-510.
4. **Krishnamurthy KB, Drislane FW.** Incidence and management of hypotension in pentobarbital treatment for refractory status epilepticus. Journal of Neurological Sciences, 1997; 150(suppl): 98.
5. **Krishnamurthy KB, Drislane FW.** Long duration pentobarbital treatment for



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refractory status epilepticus. J Neurology 1996; 243: Suppl.2. Presented at the Sixth Meeting of the European Neurological Society, Amsterdam, June 8-12, 1996.

6. Ives JR, Al-Aweel IC, Blum AS, **Krishnamurthy KB**, Goldberger A, Schomer DL. SpO<sub>2</sub> changes precede EEG changes during seizures. Presented at the American Clinical Neurophysiology Society Annual Meeting, September 5-10, 1996, Boston.
7. Blum AS, Ives JR, **Krishnamurthy KB**, Drislane FW, Schachter SC, Schomer DL. Partial seizures cause SpO<sub>2</sub> desaturations. Epilepsia, 1996; 37(Suppl. 5): 38.
8. Blum A, Ives J, Al-Aweel IC, Goldberger A, **Krishnamurthy KB**, Schomer D. Inter-relationships of heart rate, oxygen (SpO<sub>2</sub>) desaturation, and seizure. Epilepsia, 1997; 38(Suppl. 3): 114.
9. Al-Aweel IC, **Krishnamurthy KB**, Ives JR, Goldberger AL, Blum AS, Schomer DL. Preliminary analysis of multiparameter monitoring of patients with epilepsy. Epilepsia, 1997; 38(Suppl. 8): 114.
10. **Krishnamurthy KB**, Schomer DL. Weekly fluctuation and adjustment of antiepileptic drugs to treat catamenial epilepsy. Epilepsia, 1998; 39(Suppl. 6): 179.
11. **Krishnamurthy KB**, Geary KA, Shafer PO, Schomer DL. A new model for the care of women with epilepsy during pregnancy. Epilepsia, 1999; 40(Suppl. 7): 236.
12. **Krishnamurthy KB**, Sundstrom D, Beaudoin J, Kiriakopoulos E. Women with epilepsy taking older anticonvulsants must have frequent levels checked during pregnancy to avoid seizures. Epilepsia, 2002; Supplement.
13. Johnston J, Dusek JA, Streeter CC, **Krishnamurthy K**. Yoga for patients with epilepsy: a pilot study. Journal of Alternative and Complementary Medicine, 2014; 20(5): A68.

#### Other Published Material

1. Tichnor KR. Women with epilepsy undergo unique plight. The Newton TAB 1998 Nov 12; pp. 54-55.
2. Schachter SC, **Krishnamurthy KB**, Combs Cantrell DT. The Brainstorms Woman: Epilepsy in Our Lives. Lippincott Williams & Wilkins, 2000.

#### Presentations, Invited Lectures

- 1996 September: Krishnamurthy KB, Ives JR, Mainwaring NL, Blum AS, Schomer DL. The use of continuous ambulatory video electroencephalography in a selected

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population. American Clinical Neurophysiology Society Annual Meeting, Boston, Massachusetts.

October: Invited speaker and panel discussant, "Family planning and pregnancy in epilepsy." Epilepsy, Seizures, and Women's Health conference sponsored by the Epilepsy Association of Massachusetts, Boston, Massachusetts.

1997 March: Invited speaker, Nursing Task Force, Epilepsy Association of Massachusetts. "Women's Issues in Epilepsy." Framingham, Massachusetts.

May: Invited speaker, "Career Fair," sponsored by the City Manager's Committee on the Status of Women, City of Worcester, Massachusetts.

August: Invited speaker, Grand Rounds, Beth Israel Deaconess Medical Center Department of Medicine. "Neurologic Emergencies: Status Epilepticus."

1998 May: Invited speaker, "Pregnancy in Women with Epilepsy." Annual Conference of the Epilepsy Foundation of Massachusetts and Rhode Island.

June: Invited speaker, "New Anti-epileptic Drugs." Behavioral Neurology Unit seminar series, Beth Israel Deaconess Medical Center.

September: Keynote Address, "The Women's Movement in Epilepsy - A Historical Perspective." Epilepsy, Seizures, and Women's Health conference, Epilepsy Foundation of Massachusetts and Rhode Island.

October: Invited speaker, "Special Considerations for Women with Epilepsy." Advances in Epilepsy, Epilepsy Foundation of Massachusetts and Rhode Island.

1999: October: Invited speaker, "The Care of Women with Epilepsy." Dinner meeting sponsored by Parke-Davis Pharmaceuticals.

2000 February: Invited speaker, "Introduction to EEG." Psychiatry Residency Lecture Series, Beth Israel Deaconess Medical Center.

September: Invited speaker, "New Treatments for People with Epilepsy." Seizures in the Multi-Handicapped. Conference sponsored by Epilepsy Foundation of Massachusetts and Rhode Island.

December: Invited speaker, "Epilepsy 101 and Women's Issues in Epilepsy." Primary Care Residency Lecture Series, Beth Israel Deaconess Medical Center.

2001 April: Grand Rounds, "Recent Advances in Pharmacotherapy for Refractory Epilepsy." St. Anne's Hospital, Fall River, Massachusetts.

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2002 May: "Controversies and consensus in epilepsy: Old drugs versus new drugs for use in pregnancy." American Academy of Neurology Annual Meeting, Denver, Colorado.

June: Grand Rounds, "A modern approach to the management of epilepsy." Winchester Hospital, Winchester, Massachusetts.

2003 February: Invited speaker, "Epilepsy and EEG – the basics for psychiatrists." Harvard-Longwood Psychiatry Residency, Boston, Massachusetts.

August: Grand Rounds, "Women's Health – The Beth Israel Deaconess Experience." Dartmouth-Hitchcock Medical Center, New Hampshire.

2004 October: "Normal EEG variants." Beth Israel Deaconess Medical Center – Children's Hospital Clinical Neurophysiology Fellowship, Boston, Massachusetts.

October: Invited speaker, "Women's Issues in Epilepsy." Epilepsy Foundation of Massachusetts and Rhode Island, Boston, Massachusetts.

November: "A gender-based approach to the management of epilepsy in women: Healthy lives for women with epilepsy." Partners Neurology Program, Boston, Massachusetts.

2005 April: Invited speaker, "Women and Epilepsy Issues." Epilepsy Foundation of Massachusetts and Rhode Island, Boston, Massachusetts.

2006 November: Invited speaker, "Epilepsy in Women." Women's Health Seminar Series, Beth Israel Deaconess Medical Center, Boston, Massachusetts. (CEU program for 2 credits.)

2006 March: Invited speaker, "Epilepsy in Women." Epilepsy Foundation of Massachusetts and Rhode Island, Boston, Massachusetts.

2009 May: "Getting your clinical research program started." Center for Faculty Development Leadership Course, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

June: "Unanticipated problems." Clinical Research Team Rounds, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

September: "Epilepsy surgery." Epilepsy Attending Rounds, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

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2010 May: "Introduction to IRB submission." Patient –Oriented Research Seminar Series, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

September: "First seizure versus epilepsy." Epilepsy Attending Rounds, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

September: "Starting and stopping anticonvulsant therapy." Epilepsy Attending Rounds, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

October: "Pregnancy and anticonvulsants." Psychiatry Residency Lecture Series, Brigham and Women's Hospital, Boston, Massachusetts.

2011 January: "Epilepsy surgery." Epilepsy Attending Rounds, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

February: "Seven Secrets of the Prepared Investigator." Clinical Research Team Rounds, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

June: "Seizure Disorders." Ambulatory Care Curriculum, Department of Medicine, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

2012 January: "Who's on first: An introduction to lab management for clinical researchers." Clinical Research Team Rounds, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

March: "Seven Secrets of the Prepared Investigator." Atrius Healthcare, Boston, Massachusetts.

March: "Seizure disorders." Psychiatry Resident Lecture Series, Brigham and Women's Hospital, Boston, Massachusetts.

April: "Women's Issues in Epilepsy." Psychiatry Resident Lecture Series, Brigham and Women's Hospital, Boston, Massachusetts.

May: "Recruitment." Depression Research Group, Massachusetts General Hospital, Boston, Massachusetts.

May: "Clinical Trial Subject Recruitment." Catalyst-Harvard Medical School, Boston, Massachusetts.

June: "The role of neuroimaging in epilepsy." Neuroradiology Fellows Lecture Series, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

2013 January: "Case studies in epilepsy." Neurophysiology lecture series, Beth Israel Deaconess Medical Center.

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May: “When to consider a change in treatment.” Epilepsy Foundation of New England Women’s Health conference, Boston, Massachusetts.

November: “What happens after the protocol is approved?” Advances in Ethical Research annual conference, Public Responsibility in Medicine and Research, Boston, Massachusetts.

2014 April: “Epilepsy update for neuroradiology fellows.” Neuroradiology Division, BIDMC, Boston, Massachusetts.

October: ““Embracing Diversity within Multicultural Care.” DF/HCC Clinical Investigator Education Series, Dana-Farber Cancer Institute, Boston, Massachusetts. CME AMA PRA Category 1 Credit™.

November: “Managing your Work-Life Balance for Success.” Junior Faculty Leadership Course, Office of Academic Careers and Faculty Development and the BIDMC Academy of Medical Educators, Boston, Massachusetts.

December: “Let’s Review a Protocol: Regulatory Considerations in the Approval Process.” Advances in Ethical Research annual conference, Public Responsibility in Medicine and Research, Baltimore, Maryland.

December: “Beautiful babies: what we know about caring for pregnant women with epilepsy.” Division of Maternal-Fetal Medicine, Department of Obstetrics/Gynecology, BIDMC, Boston, Massachusetts.

2015 April: “Epilepsy update for neuroradiology fellows.” Neuroradiology Division, BIDMC, Boston, Massachusetts.

May: “Human Subjects Protections: IRB functions, writing IRB proposal and informed consent.” EpiPort lecture series, American Epilepsy Society, West Hartford, Connecticut.

June: “Epilepsy and Women’s Health”, Internal Medicine Ambulatory Care Conference, Department of Medicine, Beth Israel Deaconess Medical Center, Boston, Massachusetts.

October: “Update for Primary Care Providers on New Developments in Epilepsy.” Grand Rounds, Beth Israel Deaconess-Milton, Milton, Massachusetts.

2016 February: “Update for Primary Care Providers on New Developments in Epilepsy.” Grand Rounds, Beth Israel Deaconess-Needham, Needham, Massachusetts.

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September: "Pregnancy in Women with Epilepsy: the challenge of decision-making with incomplete information." Epilepsy/Ethics Grand Rounds, Cleveland Clinic, Cleveland, Ohio.

From: **Allison MacLellan** <[amaclellan@maclellanlawfirm.com](mailto:amaclellan@maclellanlawfirm.com)>  
Date: Wed, Nov 25, 2020 at 5:29 PM  
Subject: Request for Consideration for Vacant Position of Library Trustee  
To: [librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov) <[librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov)>

Good Evening,

I am writing to be considered for the vacant position of Library Trustee. I live in Brookline and would run for the remainder of either term, preferably the 3 year term. I love libraries and I want to make sure that they are supported and remain a part of everyone's lives.

I have attached my cv, if you have any additional questions please do not hesitate to contact me.

Best,  
Allison MacLellan

**Allison Anne MacLellan**

Office: 195 Ashmont Street, Suite D1, Dorchester, MA 02124

Mailing: 377 Willard Street, #236, Quincy, MA 02169

(617) 980-5999

[amaclellan@maclellanlawfirm.com](mailto:amaclellan@maclellanlawfirm.com)

[www.maclellanlawfirm.com](http://www.maclellanlawfirm.com)

**EDUCATION:**

DePaul University College of Law, Chicago, Illinois - Juris Doctor June 2002

The George Washington University, Washington, D.C. - Bachelor of Arts in  
International Relations, May 1996

**BAR ADMISSION:**

Licensed to practice law in:

Massachusetts

Illinois

The United States District Court, District of Massachusetts

**PROFESSIONAL EXPERIENCE:****MacLellan Law Firm, Boston, Massachusetts**

Managing Partner, January 2011 to present

All aspects of litigation for Employment Discrimination cases

**CPCS: Bar Advocate - Adult Criminal Panel**, Suffolk Lawyers for Justice

Bar Advocate, 2015 to present

- Represent and Defend Indigent Clients in Adult Criminal Prosecutions
- Work out of Dorchester District Court and Boston Municipal Court - Central Division

**CPCS: Children and Family Law Panel**, Suffolk and Norfolk Counties

Bar Advocate, September 2014 to present

- Represent and Defend Indigent Clients in Child Protection Hearings

**Melick, Porter & Shea, LLP, Boston, Massachusetts**

Civil Litigation Associate, May 2009-December 2010

- Civil litigation, including premises, individual and products liability
- Discovery including written discovery, depositions, and motion practice
- Draft and argue appeals

**Pierce, Davis & Perritano, L.L.C., Boston, Massachusetts**

Civil Litigation Associate, Toxic Tort Division, January 2008-April 2009

- Prepared cases for trial
- Motion practice including drafting motions for summary judgment and motions in limine
- Elicited beneficial testimony at depositions of plaintiffs and other witnesses



- Communicated with clients regarding the status of the case, discovery and trial strategy

**Matushek, Nilles & Sinars, L.L.C., Chicago, Illinois**

**Civil Litigation Associate, Toxic Tort Division, March 2007-December 2007**

- Prepared cases for trial
- Handled all aspects of motion practice including aggressive discovery motions, motions for summary judgment and motions in limine
- Elicited beneficial testimony of adverse witnesses in depositions
- Communicated with the insurance carriers regarding the progression of the cases to trial

**Cook County State's Attorney's Office, Chicago, Illinois**

**Assistant State's Attorney, August 2002 – March, 2007**

**Sex Crimes – Felony Review, October 2006-February 2007**

- Elicited information pertinent to the case from all witnesses, victims and when possible, suspects
- Determined which charges are supported by the facts arising out of police investigations, created a charging document and indicted the case

**Juvenile Justice Bureau, May 2003-October 2006**

**Juvenile Delinquency Division**

- Litigated criminal cases, both misdemeanor and felonies, taking to trial on average two cases per week
- Drafted and litigated motions
- Ran a busy courtroom as lead attorney entailing: litigating the most serious cases including a murder case, managing a heavy case load, managing two attorneys in the courtroom, engaging in multi-tasking skills, situation management, and quick thinking
- Conducted direct examinations of expert witnesses dealing with scientific evidence, including medical examiners, physicians, psychologists and psychiatrists
- Conducted direct examinations and cross examinations of lay witnesses

**Juvenile Justice Division**

- Prepared and litigated civil cases regarding child custody
- Reviewed, organized and utilized voluminous records in trial
- Conducted direct examinations of expert witnesses including medical personnel and other specialists

**Appellate Division, August 2002 – May 2003**

- Conducted in depth research of legal issues
- Drafted appellate briefs

From: **Rachel Oberai-Soltz** <[oberai@mit.edu](mailto:oberai@mit.edu)>  
 Date: Tue, Dec 8, 2020 at 3:05 PM  
 Subject: Library trustee - application to fill vacancy  
 To: [librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov) <[librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov)>

Dear Library Trustees,

I am interested in the open position of Library Trustee.  
 Kindly review, and / or forward this for review, for consideration for the position of Brookline Library Trustee. I understand this is an interim appointment leading to a May 2021 election.

I am a Brookline resident since 1980. My son graduated from Brookline High School. My husband is a senior research engineer at Draper Lab in Cambridge. We are both working from home....

I studied for my MBA at the Pleasant Street branch of the Brookline Library and have good memories.... and continue to access books, most recently from the Washington Street branch. For several years my husband left boxes of books that we had read for the Washington Street branch. I retired from my management position at MIT and am now an MIT Fellow, assisting the VP of MIT Open Learning to inform industry how to access MIT courses, and initiate and maintain industry interactions.

In addition to my role at MIT, I am a volunteer Weekend Guide at the Boston Museum of Fine Art. Over 15 years, before Covid, I gave gallery tours to MFA visitors, and hope to resume when the MFA starts tours again in the coming months.

My name is Rachel Oberai-Soltz

Email: [oberai@mit.edu](mailto:oberai@mit.edu)

Address: 2 Saint Paul Street, Unit 14, Brookline MA 02446

Phone: (H) 617 738 9442 (M) 617 800 4078

My education: BA, MBA, Semester Post-MBA at MIT.

My work history:

- UCLA ,LA, CA. Manager Computer Center Office
- USAID, Indian Institute of Technology Kanpur, India , Manager Computer Center Operations and built the software applications library through USAID interactions with US sources.
- Elscint Medical Imaging, Haifa, Israel, then Boston MA, Manager Regulatory Compliance - 510(K)s for CT & UltraSound, Premarket Approval for MRI. (Acquired by Philips)
- Digital Equipment Corporation, Maynard, MA, Marketing Manager (multiple awards, including Computer World Smithsonian award with Fox Chase Cancer Center for "Laboratory without Walls")
- MIT:
- MIT Corporate Relations, MIT Industrial Liaison Program (ILP). Associate Director retired 4/20. Recruited and managed relations with a portfolio of international companies.
- . Initiated industry research funding. In addition, initiated/brought \$25M industry alliances with NTT, Microsoft, Deshpande Center, Philips Medical & Lighting.
- . Initiated industry interactions (opened the "market") with associated research funding in India and China.
- . Delegated to MIT Lab for Computer Science & AI (now CSAIL) for 2 years as Director for Industry Relations to build and maintain industry relations with associate research funding.

- . Developed relations with industry leaders resulting in research funding and “gifts/awards” to MIT faculty (example: BBVA multi-million over ~15 years) and others.
- . Managed and developed IT conference agendas, most recently in October 2019 at Citibank HQ in NY, in collaboration with Citi VP. Over 500 attendees. (I recruited Citi to join MIT ILP and managed the relationship.)
- . Initiated including MIT related startups in MIT ILP conferences that I managed, a first at MIT. Started with 10 startups, at this time the ILP database has over 1800. Including startups at MIT conferences is typical at this time.

- MIT Open Learning:

- . Joined MIT Open Learning in 6/20 - MIT courses are developed and offered to industry online <https://openlearning.mit.edu/>. I report to MIT Prof Sanjay Sarma, VP MIT Open Learning.

Kindly confirm receipt and please let me know if you need additional information

With best regards,  
Rachel Oberai-Soltz  
MIT Fellow  
[oberai@mit.edu](mailto:oberai@mit.edu)

**MATTHEW SHAKESPEARE**

49 Buckminster Road, Brookline, MA 02445  
310 488 3991 [mshakes@post.harvard.edu](mailto:mshakes@post.harvard.edu)

December 8, 2020

Board of Library Trustees  
The Public Library of Brookline  
361 Washington St.  
Brookline, MA 02445

(and via [librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov))

Dear Library Trustees:

Please accept this letter and attachment in application for one of the Trustee positions currently vacant.

I've focused my career in not-for-profit management and was, from 2011 to 2018, the Executive Vice President for External Affairs at the American Antiquarian Society. The AAS is an independent research library that was founded with the robust collection of printer patriot Isaiah Thomas in 1812, has been added to assiduously since, and is our Nation's resource of record for printed Americana from first European contact through the early Republic (the Library of Congress and most of its holdings were burned by the British in 1814). It is, so far, the only library to have been awarded the National Humanities Medal (2014).

I was born in town, learned to read at Runkle (or before?), and had my first now-long-lost library card while enrolled there. I crammed for tests in the Reading Room when I was in SWS at BHS, and remain a regular user of the full variety of the Library's collections and services. The Library is an essential component of Brookline, and I would be honored to help serve its mission moving forward in some meaningful capacity. I'm registered to vote and would be happy to run to complete either of the terms currently vacant, with a preference being for Ms. Goldman's.

Please let me know if I can provide any further information. Thank you for your consideration.

Sincerely,

(signed)  
Matthew Shakespeare

*encl.*

**MATTHEW SHAKESPEARE**

49 Buckminster Road, Brookline, MA 02445  
310 488 3991 mshakes@post.harvard.edu

**CAREER SYNOPSIS**

---

A creative, seasoned, balanced and energetic executive, administrative and development professional, with significant experience growing, reinvigorating and managing ambitious programs in multifaceted institutions with complex bureaucracies and diverse constituencies. A practiced and successful line officer and closer, with keen strategic perspective, excellent management and mentoring skills, strong writing skills, professionalism, discretion, sustained humor, enthusiasm and tact.

Core competencies: leadership - organizational and board management - fundraising in various markets - talent & performance management - campaign planning - program and market development - institutional outreach and positioning - strategic planning - volunteer and prospect engagement.

**PROFESSIONAL EXPERIENCE**

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**Senior Leadership Positions (2004-2018)**

***Executive Vice President for External Affairs, American Antiquarian Society, Worcester, MA*** (2011-2018). Founded in 1812, the Society is the nation's preeminent collection of early American printed and written material. Still aggressively collecting, AAS has the most comprehensively digitized collection, serving a national and international constituency of scholars and supporters. Awarded the National Humanities Medal in 2014 (the only library to be so recognized).

Lead and guide the Society in all aspects of its mission, with particular attention to its relation to external constituencies; government, foundation, individual and business. Rigorously ensure consistency of priorities and message. Inspire, encourage, and manage president, board, staff and volunteers in the strategic execution of institutional goals. Lead, mentor and provide support in an ambitious and challenging fundraising environment, building *esprit de corps* while increasing the bottom line. Primary responsibility for the planning, development and execution of a capital campaign securing funds to prepare the Society for its next several decades of operation and excellence. Raised more than \$18,000,000 in gifts and pledges (including total commitments of more than \$11,000,000 from one donor) towards campaign goals.

***Vice President and Chief Development Officer, Friends of the High Line, New York, NY*** Raised more than \$15,000,000 in new gifts, grants and pledges. Created, developed and maintained excellent and productive relationships with private donors and decision makers in government, industry, foundations and the media. Strengthened Board functionality and significantly increased success in fundraising.

***Associate Dean and Chief Development Officer, University of Southern California, Gould School of Law, Los Angeles, CA*** Senior member of the management team. Raised more than \$40,000,000 in gifts and pledges, including one \$10,000,000 pledge. More than doubled gifts and pledges on an annual basis.

***Harvard University and Allied Institutions (1997-2004)*** Growing further in experience, ability and accomplishment. Learning more about managing the work of others, as well as the larger aspects of running an organization. Public speaking, and representing the organization to the public and other constituencies.

***Director of Development, American Repertory Theatre, Loeb Drama Center, Harvard University, Cambridge, MA***

***Executive Director, Lown Cardiovascular Research Foundation, Brookline, MA***

***Director of Development for Quad-Based Departments, Director of Major Gifts, Harvard Medical School, Boston, MA***

***Formative Professional Experience (1991-1997)*** Learning, growing and practicing core competencies in development and not-for-profit management. Capital campaign planning, personal and organizational solicitation, reporting, volunteer engagement, personnel management, cultivational strategies and execution.

***Director of Corporate and Foundation Relations, the University of Texas-Houston Health Science Center, Houston, TX***

***Director, Capital Campaign, the Memorial Healthcare System, Houston, TX***

***Assistant Director, Capital Campaign, the Houston Symphony, Houston, TX***

## UNIVERSITY EDUCATION

---

**Harvard University, Harvard Divinity School, Master of Theological Studies**  
Harvard 1902 World War Memorial Scholar.

**University of Massachusetts, Amherst, Bachelor of Arts, *cum laude***  
Major in Social Thought and Political Economy, minor in American History.

----- Forwarded message -----

From: **Steve Taub** <[stevetaub42@gmail.com](mailto:stevetaub42@gmail.com)>

Date: Thu, Dec 3, 2020 at 8:46 PM

Subject: Library trustee vacancy

To: <[librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov)>

I am writing to express my interest as a candidate for one of the two open Brookline Library Trustee positions. I understand that the people Trustees and the Select Board choose will fill the vacancies only until the town election in May, but if selected I plan to run for the position in the election.

My wife and I moved to Brookline in 2000 and 13 years ago we bought our house near Emerson Garden, just a block from the main library building. We chose Brookline to raise our two children; our son is now a BHS alumnus and college freshman and our daughter is in the 7th grade at Pierce. When the kids were younger we were frequent and enthusiastic library patrons, and even though we don't go quite as often these days we are always delighted by the breadth of valuable and innovative services the library offers to the town. My wife is a member of several town government committees, and she has inspired me to find a way to give back to the community as well.

I am attaching my resume to provide an overview of my academic and professional background. While I have not worked with libraries before, I believe that my decade of experience in venture capital has given me a number of useful qualifications as a library trustee, including an appreciation for importance and direction of information technology, an understanding of finance, and considerable exposure to corporate governance through my role as a board member or observer at a number of companies. Although it's not on my resume, I also served on the budget committee of my childrens' preschool in Cambridge for several years (the Radcliffe Child Care Center, which seems like it would have some similarities to the Library Trustees' responsibility for overseeing the budget.

Thank you for considering me as a candidate.

Regards,

Steve Taub

8 Thayer Place, Brookline MA

[stevetaub42@gmail.com](mailto:stevetaub42@gmail.com) | +1.203.517.5728

# STEVEN TAUB

## SUMMARY

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Experienced corporate venture capital executive with strong track record and background in strategic investment, project finance, marketing, strategy, government policy, and open innovation. Broad expertise from energy/cleantech to advanced manufacturing to aerospace.

## EXPERIENCE

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### In-Q-Tel

Waltham, MA

*2019-Present: Partner, Investments*

- Independent VC firm with close ties to the US Government intelligence community.
- Focus areas include energy, manufacturing, materials, robotics, autonomous systems, aerospace
- Responsible for investments in nTopology, ABL Space Systems, Phase Four, Skydio, Pison, Hidden Level, ElectronInks, Ghost Robotics, NOHMs, and PolySpectra

### GE Ventures

Boston, MA

*2017-2018: Managing Director, Industrial Investments*

*2012-2016: Senior Director, Energy and Advanced Manufacturing Investments*

- Principal in the General Electric Company's corporate venture capital group, focusing on early- to growth-stage investments in energy, advanced manufacturing, transportation and aerospace.
- Full-stack responsibilities include deal sourcing, evaluation, due diligence, negotiation, deal approval, closing, and portfolio management.
- Founder of GE Ventures' investment efforts in Advanced Manufacturing and Aerospace
- Led GE's investments in Aras (\$420M EV), Carbon3D (\$2B EV), Desktop Metal (2.9x), Virgin Hyperloop One, Rethink Robotics, Optomec, MatterFab, Ioxus, GMZ Energy, Arctic Sand (3.5x), and 1366 Technologies.
- Extensive global network of VC investors, entrepreneurs, incubators, bankers, lawyers, and business and technical talent.

### GE Energy Financial Services (GE Capital)

Stamford, CT/ Boston, MA

*2006-2012: Senior Vice President, Investment Strategy—Renewable Energy and Venture Capital*

- Strategist for GE Capital's energy investment business, supporting renewable energy project finance and venture capital deal teams. Supported investment commitments of over \$7 B, including 76 project investment transactions and 50 venture capital investments.
- Identified and evaluated specific project and corporate investment opportunities in wind, solar, geothermal, biofuels, smart grid systems, energy efficiency projects, and other sectors.
- Represented GE in Washington DC for the US Partnership for Renewable Energy Finance (US PREF).
- Key player in creation and operation of \$300 MM Energy Technology Ventures (ETV) joint venture between GE, NRG Energy, and ConocoPhillips. Led 4 VC investments with top co-investors.



## EXPERIENCE (CONTINUED)

**Cambridge Energy Research Associates (now a division of IHS Markit)****Cambridge, MA***2000-2006: Director, Emerging Generation Technologies**1997-2000: Associate Director and Associate, North American Power*

- Senior analyst for electricity technology, advising dozens of clients, including manufacturers, utilities, independent power companies, investment firms, banks, oil & gas companies, and government agencies.
- Developed, launched, and managed advisory services covering emerging generation technologies and retail energy with over 40 members and annual retainer and consulting revenues of nearly \$1 million.
- Multiclient studies, consulting projects, and research papers on information technology in the electric power industry, advanced metering infrastructure, the future of the United States gas and electricity distribution sector, energy storage, distributed generation, electric transmission, retail energy competition, and regional gas and power markets in North America.

**U.S. Department of Energy****Washington, D.C.***1994-1997: Office of Environmental Management (EM)**1991-1992: Office of New Production Reactors (NP)*

- Project manager and author of two reports to Congress on the environmental legacy of U.S. nuclear weapons production programs. Team member on Materials in Inventory project to identify unneeded stockpiles of materials and equipment and identify opportunities for their disposition.
- Intern in project to build new tritium production capability to maintain the U.S. nuclear deterrent.

**Grumman Aircraft Corp. (now Northrop Grumman)****Bethpage, NY***1987-1991: Summer Intern and Grumman Scholar*

- Engineering work in tooling, flight controls and advanced composites as part of a scholarship program.

## EDUCATION

**1999 Harvard University Extension School****Cambridge, MA**

Non-degree classwork in Corporate Finance.

**1992–1994 Massachusetts Institute of Technology****Cambridge, MA**

S.M., Mechanical Engineering

S.M., Technology and Policy

- Thesis on energy demand and labor productivity impacts of underfloor, task-based climate control.

**1991 Virginia Polytechnic Institute & State University****Blacksburg, VA**

US Department of Energy New Production Reactor Engineering Fundamentals Program.

- Coursework in mechanical, electrical, civil, and nuclear engineering, nuclear physics, and math.

**1987–1991 Columbia University School of Engineering and Applied Science****New York, NY**

B.S., Mechanical Engineering.

From: **Jenny Wolfson** <[jwolfson4@gmail.com](mailto:jwolfson4@gmail.com)>  
Date: Sat, Nov 28, 2020 at 3:18 PM  
Subject: Library Trustee Vacancies  
To: <[librarytrustees@brooklinema.gov](mailto:librarytrustees@brooklinema.gov)>

Hello,

My name is Jenny Wolfson I am interested in becoming a Library Trustee for the Town of Brookline. I am a lover of books -- reading and collecting! Before Covid-19 I was a frequent patron of the library, checking out books for my Preschool class, and personal use. I also attended the monthly cookbook club, "Let Them Eat Baked Goods," which I certainly miss.

I believe the library should be the center of any town or city, providing enriching activities to people of all ages, race, and color. I grew up in a small town in Vermont, and the library has and will always be a special place for me. I spent many summers attending the Summer Reading Program, even when it was seen as "uncool" by my peers. One summer during college I was lucky enough to get a job as a Library Assistant -- which I thoroughly enjoyed!

I have lived in Brookline for approximately 15 years, I moved here to attend the Master's Program at Wheelock College and decided to remain here after my program ended. For many years I worked at Congregation Kehillath Israel in a variety of different capacities, including as the Office Manager and a Preschool Teacher in the Nursery School. I am currently a Preschool Teacher at the Bright Horizons Child Care Center located on Harvard Street in Brookline. I spend 20 hours a week teaching in the classroom, and 10 hours outside the classroom providing administrative support to the Center Director and Assistant Director.

I hope to be considered for this position as I think I could provide a key voice to the group as someone who not only lives here, but also works in the neighborhood. I look forward to your response.

Best,  
Jenny Wolfson

Jenny R. Wolfson  
94 Longwood Ave #2  
Brookline, MA 02446  
857-719-3596  
jwolfson4@gmail.com

**Education**

Notre Dame College, Manchester, NH - Bachelor of Arts in Child Development, May 2001

Wheelock College, Boston, MA - Master of Science in Teaching Students With Moderate Disabilities (prek-8). Finished the program in August 2006; did not receive a diploma due to MTEL scores.

**Certifications/Licenses**

Director II Certified Massachusetts Department of Early Education and Care - Registry # 9549017

**Administrative experience**

Work-study at Coolidge Yoga - Brookline  
December 2017 - March 2020

Worked a three hour shift once a week - responsibilities include: signing customers into Yoga classes, retail (yoga merchandise, food products), filing, keeping customer information confidential, and keeping the studio clean and tidy.

Office Manager at Congregation Kehillath Israel  
June 2010 – June 2013

Work regularly with synagogue accountant to maintain consistent process for completion of financial tasks. Supervise custodial and administrative staff. Maintain current and confidential records for all members of the congregation.

**Teaching and Related Experience**

Center Administration Support - Bright Horizons  
January 2020- current

Provide administrative support to the Center Director and Assistant Director. Fielding parent and potential parent questions via phone calls and emails, filing student files, logging and filing incident/injury reports.

Lead Teacher in Preschool classroom – Bright Horizons – Early Education & Preschool  
July 2013- current

Plan and implement curriculum for children ages 2.9-5. Primary caregiver for 8 children in the classroom. Communicate on a daily basis with parents and other caregivers to relay information about the child's day, help parents

problem-solve when needed (toilet-training, nutrition, behavioral issues).  
Document and write progress reports for each child.

Lead Teacher in Preschool classroom at Kehillath Israel Nursery School.

Fall 2008 – June 2010

Planned and implemented lessons and activities for children ages 3-4.  
Wrote weekly newsletters, and progress reports twice a year. Communicated with parents and other teachers on a daily basis.

Director of Extra Innings – Congregation Kehillath Israel's After School program.

Fall 2008 – June 2012

Planned and implemented after school programming for children in grades K-5<sup>th</sup> grade

**Awards/Honors**

- 2000 Who's Who Among College & University Students
- Outstanding Student Leader 2000-2001.

References available upon request

Sassan Zelkha  
1799 Beacon st Apt 1  
Brookline MA 02445

12/7/2020

To whom it may concern,

My name is Sassan Zelkha. I am a resident of the Town of Brookline. I have lived in Brookline for over 20 years and am a graduate of Brookline High School. I hold a Bachelor of Science from Boston University in Biomedical Engineering. I have a master's in System Engineering and Business from the Massachusetts Institute of Technology. I am currently a board member for Beth Abraham of Brookline, and I am a Town Meeting Member from Precinct 14.

I am interested in the position of Library Trustee because I believe the library is an essential part of our community. My personal experience with the library dates to 25 years ago when I came to the US as a refugee from Iran. I spent many hours in the Coolidge Corner Library reading books and learning. The library used to be my second home. As I got older, I continued to maintain my connection to the library. Before Covid, both of my children attended various activities planned by the library for toddlers. My kids and I loved the library's activities.

During covid-19, many residents depend on services the library provides to help pass the time. I have been borrowing more audiobooks and technical books from the library than ever before. Since both of my children are not going to preschools due to Covid, my wife depends on the library to provide endless entertainment and educational resources. I have spoken to many neighbors and residents, and their experience is the same. I would like to take a moment to thank both the library staff and the trustees for making the Brookline libraries one of the best library systems in the state.

I believe that I will be an excellent addition to the Board of Library Trustees because I significantly add to the Board's diversity. As an immigrant refugee from the Middle East, I can reflect and provide the viewpoints of bilingual individuals, including those for whom English is not their first language. As someone who has dyslexia, I am sensitive to the challenges faced by those with special needs and I am committed to ensuring that their voices are heard. As an engineer and technologist, I can provide the Board with the latest tech development and help the Board of Trustees plan for the future. As an under-40 father of young children, I can provide the Board with the perspectives of a younger generation and help reach out to fellow young parents to make sure that they know about and contribute to our exciting programming for families.

I am a strong believer in collegial collaboration and hope to have the opportunity to work with the current members of the Board of Library Trustees Thank you for the consideration.

Sincerely,



Sassan Zelkha

**Sassan Zelkha**

1799 Beacon st, Apt 1  
Brookline, MA 02445

(617) 306-3794  
Szelkha@sloan.mit.edu

**EDUCATION**

**Massachusetts Institute of Technology (MIT)** Cambridge, MA

Master of Science in Engineering and Management

GPA: 4.5/5

June 2012

**Boston University (BU)**, Boston, MA

Bachelor of Science in Biomedical Engineering

May 2004

**Languages:**

English and Farsi

**EXPERIENCE****Redshift Bio System**

Principle Project Engineer

2017-Present

- Managing contract manufacture
- Leading the project development team
- Heading the creation of system architecture to ensure reliable systems, define critical interfaces between sub-systems, and manage sub-system interactions to ensure proper system performance
- Working with project manager to gather the Voice of Customer using Design for Six Sigma methodologies

**NxStage Inc, Lawrence MA**

R&D Senior System Engineer

2014-2017

- Developed system operation architecture
- Developed and optimized system parameters
- Headed the creation of system architecture to ensure reliable systems, define critical interfaces between sub-systems, and manage sub-system interactions to ensure proper system performance
- Coordinated system Failure Mode and Effects Analysis (FMEA) analysis and mitigation which resulted in more robust medical device design
- Managed gathering of system requirements and specifications using Cockpit software and led cross-functional reviews to produce coherent system requirements and specifications.
- Maintained and managed Design History Files (DHF)
- Ensured that the instrument met various standard such as IEC 60601-1 (3<sup>rd</sup> edition) by conducting test such as EMI, drop and altitude test.
- Developed fault trees that map instrument failure to component failure to assist manufacturing and service group in servicing instruments
- Worked with Marketing to gather the Voice of Customer using Design for Six Sigma methodologies
- Collaborate with departments such as service, marketing, software, manufacturing and process engineering to help solve problems which resulted in overall cost reduction for the organization

**Instrumentation Laboratory, Bedford, MA**

2005-2014

Instrumentation Laboratory is the world market leader in diagnostic instruments for critical care and hemostasis. Instrumentation Laboratory develops, manufactures, and distributes in-vitro diagnostic instruments, reagents, and controls for hospitals and laboratories worldwide in Bedford Massachusetts. Instrumentation Laboratory also provides information management system, GEM Web Plus and quality control software that assists customers with quality control management.

R&D Senior System Engineer

2011-2014

- Led a team of 15 engineers, scientists and technicians on problem-solving activities which helped project stay on schedule
- Headed the creation of system architecture to ensure reliable systems, define critical interfaces between sub-systems, and manage sub-system interactions to ensure proper system performance with goal to improve system reliability by 30%
- Coordinated system Failure Mode and Effects Analysis (FMEA) analysis and mitigation which resulted in more robust medical device design
- Managed gathering of system requirements and specifications using IBM® Rational® DOORS® software and led cross-functional reviews to produce coherent system requirements and specifications. Using DOORS® software traced user needs to requirements and linked requirements to specifications
- Maintained and managed Design History Files (DHF)
- Ensured that the instrument met various standard such as IEC 60601-1 (3<sup>rd</sup> edition) by conducting test such as EMI, drop and altitude test.

- Developed fault trees that map instrument failure to component failure to assist manufacturing and service group in servicing instruments
- Worked with Marketing to get the Voice of Customer using Design for Six Sigma methodologies
- Took leadership role to assist the project manager with project coordination which included tasks such as creating short term (weekly) development plan
- Collaborate with departments such as service, marketing, software, manufacturing and process engineering to help solve problems which resulted in overall cost reduction for the organization
- Facilitated meetings and activities between various groups such as mechanical, electrical, software and analytical group to improve communication between various teams within a project

R&amp;D System Engineer II

2008-2011

- Supported the feasibility activities of proving Lab on the chip concept which resulted in a major product development project
- Played a critical role in developing a process for mass production of single-use cartridges with ultra-sensitive detection level
- Performed independent lab research, including the developing process to separate plasma from red cells
- Captured Voice of Customer by designing survey questions as well as developed models of instruments for the purpose of demonstration

R&amp;D System Engineer I

2005-2008

- Involved in designing and performing verification and validation of critical care and hemostasis, which resulted in on-time release of product to the market
- Developed new verification and validation protocols and reports
- Supported mechanical and software group with hardware and software optimization of critical care and hemostasis
- Played a critical role in supporting customer service and service group in resolving issues with critical care and hemostasis product family by coming up with global solutions. Examples: Developed IL's first online training video for customers which resulted in both cost reductions for customer and Instrumentation laboratory

**Evolving Technologies, Cambridge, MA**

August 2010-2012

Evolving Technologies is a social enterprise that focuses on bringing sustainable noninvasive medical solutions to third world countries. Evolving Technologies is currently working on bringing a portable endoscopy system to the third world market. Evolving Technologies was selected as semifinalist at MIT 100k competition. The team raised enough money to build several prototypes and conduct several field trials with success.

- Created a sustainable business plan
- Conducted a market analysis and created marketing material
- Developed regulatory and export strategy

**Greenfuel Technologies, Cambridge, MA**

August 2004-September 2004

Greenfuel Technologies was a MIT start up that developed a process to use the emission from fossil fuel to grow algae for the purpose of producing biofuel.

Field Service Engineer-Contractor

- Using various sensors, gathered field data on algae growth to improve total production output
- Supported mechanical and scientist development activities to improve the overall system scalability

**Tufts-New England Medical Center, Boston, MA**

September 2002-May 2003

Research Lab Technician

- Studied the effect of nitric oxide and lucent zipper gene on heart attacks by developing new ways to study the physical changes caused by the gene
- Installed heart telemeter device in mice for measurements of vital signs
- Sliced and stained mouse blood vessels for microscopy analysis using ImagePro

**General Electric Medical System, Lawrence, MA**

September 2003-April 2004

Senior Design Project

- Designed and created a fixator using Autodesk Inventor. The fixator was manufactured and tested to meet General Electric's Image guided surgery system standards
- Learned regulatory issues, patent policy and product development

## OFFICE OF THE SELECT BOARD

## MEMORANDUM

TO: Melvin Kleckner, Town Administrator

FROM: Melissa Goff, Deputy Town Administrator

RE: **2020 STM follow-up Action**

DATE: 1/4/21

The Table below summarizes the outcome of the 2020 Special Town Meeting. Articles that require further action by either establishment/work of a committee or a resolved clause compelling a Town response are noted in the “action required” column below.

ARTICLE NUMBER	SUBJECT	TOWN MEETING VOTE	SB ACTION REQUIRED
1	Wood and Bark	Favorable Action	N/A
2	Collective Bargaining	Favorable Action	N/A
3	Spec. Approp. Close-Out Report	Favorable Action	N/A
4	Unpaid Bills	No Action	N/A
5	Marijuana Mitigation Fund	Favorable Action	N/A
6	Resolution-Body Cameras	Not moved	N/A
7	Affordable Housing Requirements	Favorable Action	N/A
8	Expand Membership on the HAB	Favorable Action	Appoint expanded membership positions
9	Short Term Rentals-Zoning	Referred to committee	N/A
10	Short Term rentals - regulation	Referred to committee	N/A
11	Short Term rentals-enforcement	Referred to committee	N/A
12	Community Preservation Act	Favorable Action	Confer with Town Clerk's office on ballot requirements
13	Sr. property tax Exemption	Favorable Action	File home rule petition
14	Tobacco Control	Favorable Action	N/A
15	Increase disadvantaged business opportunities-by-law	Referred to Select Board	Provide an update on the working group's efforts and the Town's progress towards the goals of the article.
16	Recall pb officials	Not moved	N/A
17	Election day Signs	Favorable Action	N/A
18	Resolution-ranked choice voting	Favorable Action	N/A
19	Town Clerk - change to appointment	Favorable Action	Confer with Town Clerk's office on ballot requirements
20	Town Clerk-amend by-law	Favorable Action	Establish a Ranked-Choice Voting Study Committee
21	non disclosure	No Action	N/A
22	Gender neutral pronouns-General by-laws	Favorable Action	N/A
23	Gender neutral pronouns-Zoning by-laws	Favorable Action	N/A
24	Tenant notification-General by-laws	Favorable Action	N/A
25	Tenant Notification - Zoning by-laws	Favorable Action	N/A
26	Elim.Off-Street parking minimums in TPODs	Not moved	N/A
27	Micro units-zoning amend.	Referred to Planning	Revised articles to be filed in the spring
28	Fiscal Education for TMMs	Favorable Action	Provide support for the program as necessary
29	Advisory Committee Appointments	Favorable Action	N/A
30	Advisory Committee - recorded votes	Favorable Action	N/A
31	Article 3.1-amendment re Litigation and Claims	No Action	N/A
32	Resolution - budget equity	Favorable Action	DICR and working group to report on ways to repair the Disparities in Brookline -interim report due before 3/31
33	Resolution- Town/School Partnership	Favorable Action	Incorporate improvements to the budget process including updates to the formula, a budget summit and enhanced engagement.
34	Resolution - housing, inclusion, climate friendly	Favorable Action	Work to be incorporated into Housing Production Plan RFP
35	Resolution to increase res. Prop. Tax exemption	Not moved	N/A
36	Resolution - stipends for SB	No Action	N/A
37	Resolution - stipends for SC	No Action	N/A
38	Resolution-decarbonization in MA	Favorable Action	Town Clerk's Office to transmit copies to state officials
39	Legislation pertaining to -adoption of FFF infra	Favorable Action	File home rule petition
STM2-1	Budget Amendment	Favorable Action	N/A
STM2-2	High School	Favorable Action	N/A
STM2-3	Newbury	Favorable Action	N/A





## **Preservation Commission**

(As of January 6, 2020)

### **MEMBERS:**

**David King .....Term expires 2019**

**Wendy Ecker..... Term expires 2019**

**Elton Elperin, Chair..... Term expires 2020**

**James Batchelor..... Term expires 2020**

**Peter Kleiner..... Term expires 2021**

**David Jack..... Term expires 2020**

**Richard Panciera, Vice Chair..... Term expires 2021**

### **ALTERNATES**

**Elizabeth Armstrong Term expires 2020**

**Vacancy Term expires 2021**

**Vacancy Term expires 2022**

**Vacancy Term expires 2024**

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### **Recent Activity**

**David King interviewed for reappointment 11/17/20**

**Elizabeth Armstrong interviewed for reappointment 11/19/20**

**James Batchelor interviews for reappointment 12/1/20**

**Elton Elperin interviews for reappointment 12/1/20**

**Wendy Ecker interviews for reappointment 12/1/20**

**David Jack interviews for reappointment 12/1/20**

**John Spiers interviews for appointment 12/11/20**

Online Form Submittal: Committee Reappointment Interest Form

notifications@brooklinema.gov <notifications@brooklinema.gov>

Thu 11/12/2020 9:47 AM

To: Devon Fields <dfields@brooklinema.gov>

Committee Reappointment Interest Form

Date	11/12/2020
Name	David King
Email:	
Street Address	
Zip	0
Preferred Phone #	
Committee you are a member of?	Preservation
List of accomplishments in the last 3 years.	Demo delay warrant article to make demolition permits non-transferable Harvard st design guidelines; starting Beacon street design guidelines
Future Goals	Preservation design guidelines Beacon st guidelines
Questions? Please contact the Select Board at selectboard@brooklinema.gov, 617-730-2200	

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## Online Form Submittal: Committee Reappointment Interest Form

notifications@brooklinema.gov <notifications@brooklinema.gov>

Tue 8/25/2020 1:07 PM

To: Devon Williams <dwilliams@brooklinema.gov>

### Committee Reappointment Interest Form

Date	8/25/2020
Name	Elizabeth Armstrong
Email:	[REDACTED]
Street Address	[REDACTED]
Zip	[REDACTED]
[REDACTED]	[REDACTED]
Committee you are a member of?	Preservation Commission
List of accomplishments in the last 3 years.	Since joining the Preservation Commission as an Alternate Commissioner, I have been a regular attendee and contributor to the Preservation Commission hearings. I have served on many subcommittees, both for design review and to contribute legal analysis on projects such as redrafting the Demolition By-Law. I have acted as a resource for both chairmen, David King and Elton Elperin, as issues have arisen that involve legal analysis. One example is the Commission's authority to impose fines in selected cases. I am on the joint committee with Planning and Preservation to consider guidelines for Beacon Street. In matters of litigation, I have provided my point of view to commission members based on my experience in litigation and government.
Future Goals	I will continue to serve as an active contributor to the Preservation Commission as described in the previous section. I am interested in working with the Preservation Commission to revise our guidelines as need to adapt to environment concerns and changes in construction technology. I will be available to work in conjunction with the Planning Board on appropriate guidelines and changes to zoning to protect the history and beauty of Brookline, in conjunction with the need to develop affordable housing.
Questions? Please contact the Select Board at selectboard@brooklinema.gov, 617-730-2200	

Email not displaying correctly? [View it in your browser.](#)

## Committee Reappointment Interest Form

Date\*

mm/dd/yyyy 8/3/26

Name\*

20 AUG 10 PM 2:49

Wendy L. Ecker

Street Address\*

[REDACTED]

Zip\*

[REDACTED]

Preferred Phone #\*

[REDACTED]

Committee you are a member of?\*

Preservation Commission

List of accomplishments in the last 3 years.\*

Reservoir Park Committee - Protected Gate House.  
At present on Welltower DAT  
Naming Committee.

Future Goals\*

Protect as many "tear downs" as poss. ble.  
Get new Guidelines approved.

Questions? Please contact the Select Board at  
[selectboard@brooklinema.gov](mailto:selectboard@brooklinema.gov), 617-730-2200

## Online Form Submittal: Committee Reappointment Interest Form

notifications@brooklinema.gov <notifications@brooklinema.gov>

Thu 11/12/2020 6:53 PM

To: Devon Fields <dfields@brooklinema.gov>

### Committee Reappointment Interest Form

Date	11/12/2020
Name	Elton Elperin
Email:	[REDACTED]@m
Street Address	[REDACTED]
Zip	[REDACTED]
Preferred Phone #	[REDACTED]
Committee you are a member of?	Preservation Commission
List of accomplishments in the last 3 years.	<p>Serving as vice chair, and now chair, I helped lead the monthly, and often bi-monthly review of demolition applications and applications for construction within Local Historic Districts. I joined with other commission members on sub-committees for many cases that we thought deserved more attention than could be given within the Preservation Commission hearings themselves.</p> <p>I served for nearly three years on the Waldo-Durgin development subcommittee, leading to approval at the spring 2019 town meeting of a special zoning overlay.</p> <p>I served on the Welltower DAT, leading to a lift of the demolition delay that the Preservation Commission had imposed.</p> <p>I worked on the joint Preservation Commission/Planning Board subcommittee to propose Beacon Street design guidelines.</p> <p>I worked with a Preservation Commission subcommittee to propose a revision to the Demolition Bylaw that prevents speculative applications for demolition, that was passed with great support at the spring 2018 Town Meeting.</p> <p>I helped, with input from the building department, and in the interest of smoother coordination with the building department, to revise and illustrate our definition of partial demolition.</p> <p>I have participated in the ongoing revision of our Design Guidelines.</p>
Future Goals	I hope to serve as Chair for at least one more year, and in that

time, to further increase the cooperation and coordination of the Preservation Commission and Planning Board.

I would like to assist any Brookline project to revise our zoning code along lines that would facilitate responsible development, while preserving - and enhancing - the fundamental character of our neighborhoods, and increasing our stock of affordable housing.

I want to continue to refine our Design Guidelines in response to climate change and the constant introduction of new materials.

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Questions? Please contact the Select Board at [selectboard@brooklinema.gov](mailto:selectboard@brooklinema.gov), 617-730-2200

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Email not displaying correctly? [View it in your browser.](#)

**To:** Devon Williams <dwilliams@brooklinema.gov>

Online Form Submittal: Committee Reappointment Interest Form

notifications@brooklinema.gov <notifications@brooklinema.gov>

Mon 10/5/2020 2:43 PM

To: Devon Williams <dwilliams@brooklinema.gov>

Committee Reappointment Interest Form

Date	10/5/2020
Name	Jim Batchelor
Email:	
Street Address	
Zip	
Committee you are a member of?	Preservation Commission
List of accomplishments in the last 3 years.	Participation in Commission deliberations and our revisions to Demolition delay rules and to Guidelines. I was also part of the (formerly) New Devotion School Committee.
Future Goals	I am happy to continue to serve on the Preservation Commission. My general interests are to balance home owners' ability to do what they want with their own homes with the Town's preservation goals. I have also been particularly interested in the ways in which energy and sustainability issues can be advanced in LHD's.
Questions? Please contact the Select Board at selectboard@brooklinema.gov, 617-730-2200	

Email not displaying correctly? [View it in your browser.](#)



## Online Form Submittal: Board/Commission Application Form

notifications@brooklinema.gov <notifications@brooklinema.gov>

Fri 11/27/2020 10:58 AM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

### Board/Commission Application Form

Please use this form to apply for one of the [open Board/Commission positions](#). We welcome your application and will respond to you quickly.

Name	John Spiers
Address	[REDACTED]
Home Phone	[REDACTED]
Work Phone	[REDACTED]
[REDACTED]	[REDACTED]@gmail.com
Application for specific Board/Commission?	Preservation Commission
What type of experience can you offer this Board/Commission?	I have subject matter expertise developed from my academic training and scholarship. I have a Ph.D. in history from Boston College with a focus on modern American urban and environmental planning history (including historic preservation). I have published a book, book chapter, and two journal articles in these areas and presented my work at a number of conferences, which demonstrate my understanding of federal, state, and local policies pertaining to urban and environmental planning as well as historic preservation.
What type of issue would you like to see this Board/Commission address?	Brookline has several local historic districts in which the Commission has focused its preservation efforts to good effect. As we continue thinking about historic preservation, I would like to see the Commission further explore opportunities to enhance public support (and developer's support) for preserving the Town's historic fabric and environment outside of these districts. Doing so will benefit these other areas and resources of Brookline as well as potentially offer "buffer zones" for the existing local historic districts.
Are you involved in any other Town activities?	I served as a poll worker for the 2020 election (and am planning to continue for future elections) and volunteered a couple of times to assist with air ventilation studies in the public schools over the summer/fall. I am looking to become more involved in Town activities.
Do you have time constraints that would limit your ability to attend one to two meetings a month?	None

IF RELEVANT, YOU CAN  
ATTACH OTHER  
MATERIALS (RESUME,  
NEWSPAPER, MAGAZINE,  
OR JOURNAL ARTICLE,  
ETC.)

[Spiers\\_John - resume November 2020.pdf](#)

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